

**REGULAR SESSION**

**TUESDAY**

**JULY 2, 2019**

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose, Joe Hintz, Bruce Wilde.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the June 6, 2019 and June 11, 2019 meeting(s) were presented to the Board. Terry Boose made the motion to waive the reading of the June 6, 2019 and June 11, 2019 minutes of the meeting(s) and approve as presented. Joe Hintz seconded the motion. Voting was as follows:

Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde

19-200

**IN THE MATTER OF CERTIFYING CLAIMS SCHEDULES TO THE HURON COUNTY AUDITOR FOR PAYMENT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, as per Ohio Revised Code 305.10, a resolution must be made by the Board of Huron County Commissioners to accompany the Claims Schedule to the Huron County Auditor's Office for payment; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby approve Claim Schedule 07/02/19 and authorizes the Huron County Auditor to make the necessary warrants; 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.

Joe Hintz seconded the motion.

**\*Discussion:** Mr. Boose to abstain from the payment to Norwalk Concrete Industries on page 7.

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

Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde



Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Primo County	280199	2019-002019	3 phone, lease	\$360.00	
Account 001.040.00270 (Attorney Fees) Total:						
					\$360.00	
Department Miscellaneous Total:						
					\$360.00	
Fund 001 - General Fund Total:						
					\$360.00	
Fund: 105 - Dog & Kennel						
Department: Dog & Kennel						
Account 105.105.00272 (Contract Repairs) Total:						
					\$360.00	
Department Dog & Kennel Total:						
					\$360.00	
Fund: 105 - Dog & Kennel Total:						
					\$360.00	
Department: Public Assistance						
Account 115.115.00220 (PRCSIS) Total:						
					\$8,512.20	
Department Public Assistance Total:						
					\$8,512.20	
Fund: 115 - Public Assistance						
Account 115.115.00220 (PRCSIS) Total:						
					\$8,512.20	
Department Public Assistance Total:						
					\$8,512.20	

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	SYNCS/Johnson	280199	2019-002019	Walt Clock	\$124.63	
07/02/2019	SYNCS/Johnson	280199	2019-002019	HP Design Pro 9100 Car 84	\$425.00	
Account 125.125.00275 (Supplies) Total:						
					\$549.63	
Department: Public Assistance						
Account 125.125.00275 (Contract Repairs) Total:						
					\$549.63	
Fund: 125 - Public Assistance						
Department: Public Assistance						
Account 125.125.00275 (Contract Repairs) Total:						
					\$549.63	
Department Public Assistance Total:						
					\$549.63	
Fund: 125 - Public Assistance						
Account 125.125.00275 (Contract Repairs) Total:						
					\$549.63	
Department Public Assistance Total:						
					\$549.63	

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Vetcon Wireless	280199	2019-002019	Cell Phone/MSB/Surance Plus	\$276.19	
Account 115.115.00250 (Utilities) Total:						
					\$276.19	
Department Public Assistance Total:						
					\$276.19	
Fund: 115 - Public Assistance						
Department: Public Assistance						
Account 115.115.00250 (Utilities) Total:						
					\$276.19	
Department Public Assistance Total:						
					\$276.19	

Claims Register for Payment Batches

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	GowAmerican Financial Svcs	280199	2019-002019	Roach 2654 Lease	\$164.48	
Account 131.131.00200 (Equipment) Total:						
					\$164.48	
Department Records Technology Total:						
					\$164.48	
Fund: 131 - Records Technology						
Department: Records Technology						
Account 131.131.00200 (Equipment) Total:						
					\$164.48	
Department Records Technology Total:						
					\$164.48	
Fund: 131 - Records Technology						
Department: Records Technology						
Account 131.131.00200 (Equipment) Total:						
					\$164.48	
Department Records Technology Total:						
					\$164.48	

**Claims Register for Payment Batches**

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Fund: 145 - Children's Services	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$228.52	
07/02/2019	Children's Services	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$228.52	
07/02/2019	Man Home	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$650.00	
07/02/2019	Art Campbell	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$1,728.00	
07/02/2019	Account 145.000000 (Contract Services) Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department Children's Services Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Fund: 145 - Children's Services Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department: Home County Job & Family Services	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Account 145.000000 (Other Expenses) Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Fund: 165 - Child Advocacy Center Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department: Emergency Management	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department: Emergency Management Association of Ohio	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Account 177.000000 (Travel) Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Account 177.000000 (Other Expenses) Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department Emergency Management Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department Emergency Management Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Fund: 181 - SVA	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department: SVA	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Account 181.00176 (Supplies) Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Department SVA Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	
07/02/2019	Fund: 181 - SVA Total:	280199	2019-002301	ESAA Prescriptions' Visit/Prescription for Clothing	\$2,626.52	

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**Claims Register for Payment Batches**

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Imvivo Calling Solutions	280199	2019-001901	May Phone Time Use May 2-30	\$3,364.99	
07/02/2019	Imvivo Calling Solutions	280199	2019-001901	May Phone Time Use May 2-30	\$3,364.99	
07/02/2019	Kevin Community Network	280199	2019-001901	ESAA Prescriptions' Visit/Prescription for Clothing	\$4,889.71	
07/02/2019	Account 635.035 (Other Expenses) Total:	280199	2019-001901	ESAA Prescriptions' Visit/Prescription for Clothing	\$8,254.70	
07/02/2019	Department Comms Trust Total:	280199	2019-001901	ESAA Prescriptions' Visit/Prescription for Clothing	\$8,254.70	
07/02/2019	Fund: 635 - Comms Trust Total:	280199	2019-001901	ESAA Prescriptions' Visit/Prescription for Clothing	\$8,254.70	
07/02/2019	Grand Total:	280199	2019-001901	ESAA Prescriptions' Visit/Prescription for Clothing	\$8,254.70	

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19-201

**IN THE MATTER OF APPROVING THE HURON COUNTY SUBORDINATION REQUEST AGREEMENT BETWEEN THE BOARD OF HURON COUNTY COMMISSIONERS AND WSOS COMMUNITY ACTION COMMISSION INC.**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, the Board of Huron County Commissioners (“County”) wishes to enter into an agreement with WSOS Community Action Commission Inc. (“Consultant”) for the Administration of Subordinations; and

**Claims Register for Payment Batches**

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Micro Center Inc	280199	2019-001301	2 Member HCSO 3rd Position	\$1,739.99	
07/02/2019	Account 185.000000 (Equipment) Total:	280199	2019-001301	2 Member HCSO 3rd Position	\$1,739.99	
07/02/2019	Account 185.000000 (Training) Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Department 911 Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Fund: 185 - 911 Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Department: Landfill	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Account 500.951 (Contract Service) Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Department Landfill Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Fund: 500 - Landfill Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Department: Solid Waste Management District	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Account 525.035 (Other Expenses) Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Department Solid Waste Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Fund: 525 - Solid Waste Management District Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Department: Comms Trust	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Account 635.035 (Other Expenses) Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Department Comms Trust Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Fund: 635 - Comms Trust Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	

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**Claims Register for Payment Batches**

Warrant Date	Claimant	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
07/02/2019	Micro Center Inc	280199	2019-001301	2 Member HCSO 3rd Position	\$1,739.99	
07/02/2019	Account 185.000000 (Equipment) Total:	280199	2019-001301	2 Member HCSO 3rd Position	\$1,739.99	
07/02/2019	Account 185.000000 (Training) Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Department 911 Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Fund: 185 - 911 Total:	280199	2019-001401	Full 911 Coordinator June	\$34.45	
07/02/2019	Department: Landfill	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Account 500.951 (Contract Service) Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Department Landfill Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Fund: 500 - Landfill Total:	280199	2019-002001	March Leachate	\$1,800.00	
07/02/2019	Department: Solid Waste Management District	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Account 525.035 (Other Expenses) Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Department Solid Waste Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Fund: 525 - Solid Waste Management District Total:	280199	2019-001901	Technical Assistance/Science Manager	\$1,231.41	
07/02/2019	Department: Comms Trust	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Account 635.035 (Other Expenses) Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Department Comms Trust Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	
07/02/2019	Fund: 635 - Comms Trust Total:	280199	2019-001901	May Phone Time Use May 1-2	\$833.98	

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**WHEREAS**, the Consultant agrees to review all subordination requests referred by the County or their designee and present findings for determination of subordination. The subordination review will include status of the loan, cumulative loan-to-value ratio, most recent appraisal determination, Loan Estimate and Closing Disclosure, purpose of refinance, position held by the County on the loan, and apparent results created by agreement to subordination; and

**WHEREAS**, Consultant will provide the subordination services at no cost to the County, however it is understood by and between the parties that these services are being provided as part of the Agreement for CHIP administration services; and

**WHEREAS**, the term of this Agreement is considered ongoing as set forth in the Agreement; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves Huron County Subordination Request Agreement with WSOS Community Action Commission Inc. 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.

Joe Hintz seconded the motion.

**\*Discussion:** Ms. Ziemba explained this subordination agreement is to allow WSOS to review any subordinations that come through from the CHIP program and inform the Board whether or not it is advisable to file for the subordination. This will hopefully prevent CHIP recipients from getting into more debt than they can handle.

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

Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde

*\*Agreement on file*

19-202

**IN THE MATTER OF AWARDING BID TO ERIE BLACKTOP INC. FOR THE CITY OF WILLARD MOTSON STREET IMPROVEMENT PROJECT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, Pursuant to Resolution 19-105 the Board of Huron County Commissioners authorized to seek bids for the City of Willard Motson Street Improvement Project; and

**WHEREAS**, notices was given in accord with Section 307.87 of the Ohio Revised Code; and

**WHEREAS**, bids were received Tuesday, April 23, 2019 at 1:00 p.m. from the following:

<b>Erie Blacktop Inc.</b>	<b>\$177,758.35</b>	
Gerken Paving	\$190,403.00	
Precision Paving	\$210,426.00	
AJ Riley, Inc.	\$219,276.00	now therefore

**BE IT RESOLVED**, the Board of Huron County Commissioners does hereby award the bid for the City of Willard Motson Street Improvement Project as recommended by WSOS Community Action; and further

**BE IT RESOLVED**, that the Board of Huron County Commissioners approves awarding the bid to Erie Blacktop Inc. in the amount of \$177,758.35; and further

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**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.

Joe Hintz seconded the motion.

**\*Discussion:** Ms. Ziemba said Willard reviewed the bids and contracts and returned them last week.

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

Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde

19-203

**IN THE MATTER OF APPROVING THE SUBMITTAL OF THE HURON COUNTY/NORWALK ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING TO THE OHIO DEPARTMENT OF DEVELOPMENT**

Terry Boose moved the adoption of the following resolution:

**WHEREAS**, , the Ohio Department of Development, Office of Housing and Community Partnerships, required that an updated Analysis of Impediments to Fair Housing be submitted to their office by July 1, 2019, by every County and City receiving Formula Small City Community Development Block Grant funds; and

**WHEREAS**, the Huron County Commissioners requested that WSOS Community Action Commission complete the required Analysis of Impediments; and

**WHEREAS**, WSOS Community Action Commission has completed an Analysis of Impediments to Fair Housing, after consulting with numerous organizations within the County, and has submitted a copy to the Board of Commissioners for review; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the Analysis of Impediments to Fair Housing, with signature appearing on the signature page of the analysis, and requests that WSOS Community Action Commission submit a copy to the Ohio Department of Development, Office of Housing and Community Partnerships, as required by that 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.

Joe Hintz seconded the motion.

**\*Discussion:** Ms. Ziemba said this had been done two years ago, this was an update based on the new information for our current and our previous grant – there was a crossover year between two grants. We contracted with WSOS earlier this year. Ms. Ziemba verified they were still legally WSOS and all contracts still need to be in the name of WSOS.

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

Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde

*\*Analysis of Impediments on file*

SIGNINGS

- OCEAN Users & Roles Assignment form

Ohio Development Services Agency / Office of Community Development  
**OCEAN Users & Role Assignment Form**  
 Organization Name: Huron County Commissioners  
 Organization Number: 181

Each user entered on this form must be assigned at least one security role for at least one program. Multiple roles and/or multiple programs may be selected when appropriate.

Person	New OODA	Original OODA	Apprentice OODA	Report Approval	Program Approval	Program Management & Approval	Print Address Transfer	Notes
Name: Bruce Wilde Phone: 419-668-3092 E-Mail: bwilde@hccommissioners.com User Name (if existing):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name: Phone: E-Mail: User Name (if existing):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name: Phone: E-Mail: User Name (if existing):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Name: Phone: E-Mail: User Name (if existing):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

I am the responsible party for the user and understand the following notes:  
 1. You are given access to OODA information systems only for the purposes of performing your job duties. You must not use, or permit any other person to use, any OODA information system for any other purpose.  
 2. You must not knowingly include or cause to be included in any record or report you create for OODA any false, inaccurate, or misleading entry.  
 3. You must not disclose or share any security codes, i.e., sign-ons, passwords, etc., used to access any OODA information system maintained by your agency.  
 4. You certify to OODA that the email address above is your work account, and it is not shared or accessed by anyone else.

I hereby authorize the individuals listed above to access the OCEAN information system, as needed to perform their job duties, on behalf of my organization.

Organization CEO Name: (Please print) Bruce Wilde  
 Signature: *Bruce Wilde*  
 Date: 7/2/19

Before me, a Notary Public for the State of Ohio, appeared before named individual, who acknowledged and signed the foregoing instrument.  
 Notary Public Name: (Please print) Cheri M. Crable  
 Signature: *Cheri M. Crable*  
 Date: 7/2/2019  
 My Commission expires 12/31/2023

Ohio Development Services Agency / Office of Community Development  
**Organization Contacts Form**  
 Organization Name: Huron County Commissioners  
 Organization Number: 181

Personal Identification	Designation (if applicable)	Form Status
Name: Tom Dunlap Title: Phone: E-Mail: Address: City: State: Zip:	<input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Rehabilitation Specialist <input type="checkbox"/> Financial Contact <input type="checkbox"/> Fair Housing Contact <input type="checkbox"/> Labor Standards Officer <input type="checkbox"/> REMOVE CONTACT	<input type="checkbox"/> Initiated (User, Title, Role, Email, Phone) <input type="checkbox"/> User Assigned (Please specify address for initiation or use existing)
Name: Bruce Wilde Title: President, Huron County Commissioners Phone: 419-668-3092 E-Mail: bwilde@hccommissioners.com Address: 180 Milan Ave., Suite 7 City: Norwalk State: OH Zip: 44857	<input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Rehabilitation Specialist <input type="checkbox"/> Financial Contact <input type="checkbox"/> Fair Housing Contact <input type="checkbox"/> Labor Standards Officer <input type="checkbox"/> REMOVE CONTACT	<input type="checkbox"/> Initiated (User, Title, Role, Email, Phone) <input type="checkbox"/> User Assigned (Please specify address for initiation or use existing)
Name: Natalie Beck Title: Phone: E-Mail: Address: City: State: Zip:	<input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Rehabilitation Specialist <input type="checkbox"/> Financial Contact <input type="checkbox"/> Fair Housing Contact <input type="checkbox"/> Labor Standards Officer <input type="checkbox"/> REMOVE CONTACT	<input type="checkbox"/> Initiated (User, Title, Role, Email, Phone) <input type="checkbox"/> User Assigned (Please specify address for initiation or use existing)
Name: Title: Phone: E-Mail: Address: City: State: Zip:	<input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Rehabilitation Specialist <input type="checkbox"/> Financial Contact <input type="checkbox"/> Fair Housing Contact <input type="checkbox"/> Labor Standards Officer <input type="checkbox"/> REMOVE CONTACT	<input type="checkbox"/> Initiated (User, Title, Role, Email, Phone) <input type="checkbox"/> User Assigned (Please specify address for initiation or use existing)
Name: Title: Phone: E-Mail: Address: City: State: Zip:	<input type="checkbox"/> Chief Executive Officer <input type="checkbox"/> Rehabilitation Specialist <input type="checkbox"/> Financial Contact <input type="checkbox"/> Fair Housing Contact <input type="checkbox"/> Labor Standards Officer <input type="checkbox"/> REMOVE CONTACT	<input type="checkbox"/> Initiated (User, Title, Role, Email, Phone) <input type="checkbox"/> User Assigned (Please specify address for initiation or use existing)

- Letters to Ohio Department of Taxation, Veteran's Service, Board of Elections and FI Community Housing

**Terry Boose moved to approve signing the letters to Ohio Department of Taxation, Veteran Service, Board of Elections, and FI Community Housing. Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:**

**Aye – Terry Boose  
 Aye – Joe Hintz  
 Aye – Bruce Wilde**

July 2, 2019

Ohio Department of Taxation  
 Division of Tax Equalization  
 P.O. Box 530  
 Columbus, Ohio 43216-0530

RE: DTE No: BE0449  
 Auditor's No: 19-3  
 County: Huron  
 School District: Norwalk CSD  
 Parcel Number (s): 33-0240-11-031-0000  
 33-0240-11-032-0000  
 33-0240-11-033-0000

Dear Tax Commissioner:

The Board of Huron County Commissioners is in receipt of your letter dated June 17, 2019 requesting additional information for the above referenced application.

You request more information of the significance of the October 1, 2017 date for when the exempt use began. The County leased the property to Mary Anne Claus to operate a private retail business (Northern Ohio Antique Mall). The lease ended September 30, 2017 and lessee vacated the building.

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Additionally, you request more information of the use of the property, in detail, from January 1, 2016, until the present. The County leased the property to Mary Anne Claus to operate a private retail business (Northern Ohio Antique Mall) from January 1, 2016 until September 30, 2017. The County assumed control and usage of the property on October 1, 2017 until present. The property is primarily used for county record storage and county meetings.

Please let this Board know if the information supplied sufficiently answers your questions or if you require additional information.

Sincerely,  
THE BOARD OF HURON COUNTY COMMISSIONERS  
Terry Boose, Joe Hintz, Bruce Wilde

July 2, 2019

Huron County Veteran Service Commission  
130 Shady Lane Drive  
Norwalk, OH 44857

RE: 2020 Budget

Dear Sirs:

Thank you for attending the June 18, 2019 board meeting and presenting your budget for 2020. County Auditor, Roland Tkach, presented the five-tenths of a mill on the assessed value of the real estate property of the county as \$594,573. You presented your 2020 budget as \$594,570. We approved allocating the full amount as presented by Mr. Tkach. The additional \$3 will be included in your Other Expenses line (00475) unless you notify this office of an alternate line.

Additionally, we like to stay apprised of county events and do so by attending as many county meetings and events as possible. Time constraints and other obligations prohibit us from attending every meeting. As a courtesy, county boards share their board minutes with this office. We are asking your board to do the same.

Sincerely,  
THE BOARD OF HURON COUNTY COMMISSIONERS  
Terry Boose, Joe Hintz, Bruce Wilde

July 2, 2019

Board of Elections  
180 Milan Ave.  
Norwalk, Ohio 44857

RE: Office location in the Administration Building

Dear Board:

The Board of Huron County Commissioners is aware of your desire to relocate your current main floor office space to the basement office space in the County Administration Building. At this time the County Health Department occupies the space and has not given a clear indication of when they intend to vacate and return control of the location to this office. Once the health department moves, they will need time to make required repairs to their current space. We will then review the location and devise a plan of use. This Board will keep you informed of the decision made.

Sincerely,  
THE BOARD OF HURON COUNTY COMMISSIONERS  
Terry Boose, Joe Hintz, Bruce Wilde



**REGULAR SESSION**

**TUESDAY**

**JULY 2, 2019**

July 2, 2019

Adam VanHo, Statutory Agent  
FI Community Housing, Inc.  
39 E. Market St. Suite 402  
Akron, OH 44308

RE: 130 Shady Lane Drive, Building A

Dear Mr. VanHo:

Please be advised that the Board of Commissioners has been notified by other entities that you have vacated the premises at 130 Shady Lane Drive, Building A, the location leased by FI Community Housing, Inc. to be used for the express purpose of the “development and operation of an Peer Support House to provide and/or refer the necessary services to those afflicted with drug and/or alcohol addiction.” The Board, as the Lessor, has not received any formal notification from FI Community Housing, Inc. of its intent to terminate the lease. In the event you do intend to terminate your lease, please notify this office in writing and return all the building keys to the office of the Board of Commissioners as soon as possible.

Sincerely,  
THE BOARD OF HURON COUNTY COMMISSIONERS  
Terry Boose, Joe Hintz, Bruce Wilde

**At 9:16 a.m. Public comment – none**

**Administrator/Clerk report**

Ms. Ziemba received a call from Ms. Minor stating they have been working on an adoption for the past couple years that is going through. Would like to know if the any Commissioner would like to attend the signing with them? It will be held in Montgomery County on July 26<sup>th</sup> at 11:00 a.m. Mr. Boose and Mr. Hintz unavailable. Mr. Wilde will possibly attend.

Ms. Ziemba reported she followed up on the letter from Mishawaka Land and Timber Co. as instructed by the Board. This company is not interested in the tower since the County owns it. Only interested in leases.

Ms. Ziemba stated we received a notice from the Public Defender indicating their office will be closed on Friday. Discussion was had as to whether other offices were closed. Ms. Ziemba asked if the office could be closed if the staff used their available time or as unpaid. The Board is okay with closing the office.

Ms. Ziemba asked if Mr. Strickler had an opportunity to review the email from the Veterans Office regarding the burial of an indigent veteran. It was determined the Veterans are supposed to send a letter to the Board to request payment from the Auditor. From there it goes to the Treasurer and is paid out of the Veteran’s half mill, not the General Fund. Mr. Strickler said the statute is very clear – the veterans can pay \$1,000 for an indigent burial. If the funeral home wants more, they must go to the family. Ms. Ziemba verified that the Commissioners did not have to approve anything.

Ms. Ziemba stated copies were made for all Board members and Mr. Strickler of the Ohio Power Siting Board letter. Mr. Boose said they are proposing changes to the Ohio Administrative Code and wanted to see if there were any comments. He said it covers everything from flicker to ice and blades falling off. One of the changes is the OPSB will be required to follow local building codes for a non-generating plant facility. He thought they had originally been told this was not true, but noted the change was not official yet. The changes were pretty inclusive and answer a lot of questions. Mr. Boose did not think a response was necessary and Mr. Strickler agreed.

**Assistant Prosecutor report**

Health Department letter. Mr. Strickler sent a letter to Attorney Gentzel requesting the documentation for the federal grants and informing them not to move anything until it has been reviewed. Mr. Hollinger indicated they were going to give the documents to Attorney Genzel today for his review. Mr. Boose suggested contacting the agency directly to explain the situation and possibly work out a solution with them. Mr. Strickler thought purchasing the items might also be an option since they are a government agency and we could negotiate a favorable price. Mr. Boose was concerned because they are taking signs down and

appear to be preparing to move. He does not want them taking those items. Mr. Strickler will prepare a letter.

**At 9:30 a.m. Nick Katsaros, FirstEnergy Update**

Mr. Katsaros wanted to stop by to see if there was anything the County was waiting for from First Energy or if there were any questions. Mr. Hintz said they had been very helpful and all the paperwork was in process. Mr. Katsaros handed out some emergency contact information, but indicated they should always try to reach him first. Mr. Boose wanted to mention the poles leaning on Route 250 just south of town in Bronson Township. He understood this didn't mean they would fall, but someone had brought it to his attention. Mr. Katsaros will check into this. He said if there was anything else to give him a call.

**Commissioner Hintz report**

Peru Olena Road – Miller property. He and Mr. Tansey went out to look at the property and thought it was looking very nice. Mr. Boose thought there may still some problems with the driveway. Mr. Hintz will follow up with the Millers.

Parades. Mr. Hintz and Mr. Boose will attend Wakeman. Mr. Hintz can cover the New London parade. The Greenwich parade is Saturday, all three Commissioners will attend.

Bellevue BRASS open house is the same day as the New London parade. Mr. Hintz will cover the parade and Mr. Boose and Mr. Wilde will attend the open house.

**At 9:42 a.m.** the board recessed.

**At 9:50 a.m.** the board resumed regular session with **Cecilia Blevins, Ben Kline, and Sue Lesch, Board of Elections** to discuss a security grant.

Mr. Kline explained that in 2018 the Secretary of State issued a directive regarding cybersecurity and security in general. Recently, on June 11, 2019, a new directive came out which laid out what has to be done. The bulk of it is cybersecurity. The other part is physical security. The State is going to provide \$50,000 to each county to make these mandated improvements to security. Cybersecurity has to be first priority, physical security is second.

After the 2018 directive, the Board of Elections began to look at what needed to be done. They bought a server and got a sonic wall up and running. Because they have been proactive, their \$50,000 will stretch a little further. They would really like to use it to put in a security system. Mr. Kline has contacted the State to find out if construction done for security purposes would be covered under the grant. Ms. Blevins thought it probably would if it fell within the guidelines of the grant, but they have to wait for the word back from the State. Mr. Kline said there are still questions that need to be answered, but again stressed they are trying to be proactive.

Mr. Kline said another update is the Department of Homeland Security has designated Election Systems as critical infrastructure. This statement itself is huge. He said it is necessary to have adequate space and security for everything, from their reporting systems, to the equipment, to the bullpens. The directive has outlined what needs to be done. One of these items is having Homeland Security perform an inspection. This inspection is scheduled for July 25, and there are seven things they will be testing on, both cyber security and physical security.

Mr. Kline said some of their security concerns are the ballot printers, used and unused ballots, voted and un-voted ballots, voter registration equipment, and pull pad servers. These are things they discuss on a regular basis and how to make them as secure as possible. Ms. Blevins said the problem with the used and unused ballots is, while they are secure, they are not locked up liked the State would like them to be. Mr. Hintz specified they are secure, but not secure to the standard the State would like. Mr. Kline said yes.

He continued by saying they are not alone in this situation. Seven other Boards have already moved out of County property because of security issues. There is an eighth that is in the process of moving. Mr. Kline explained there are two reasons they would like the space downstairs. Security is a big reason. In addition, it is more readily accessible for voters. Early voting is becoming more and more popular. In addition, the ADA Coordinator for the State has made it known that everybody must have access to both polling locations and the Board of Elections. Ms. Blevins said they are having to reassess all their polling locations, as some of them are not meeting ADA requirements.

Ms. Lesch pointed out that things continue to get more complicated and there more and more mandates. They had primarily been interested in the basement location because it is readily accessible to the voters. Now that elections are being classified as United States Critical Infrastructure, there are even more demands on the Board for security. She said keeping faith and confidence in our election is a huge motive of this Secretary of State. However, this puts a lot of responsibility on local Board of Elections. She thought it seemed providential that there is space open downstairs that can be secured the way the State wants it secured. These are not suggestions for safety, they are mandates. Fortunately, the State has been patient.

Mr. Wilde asked what needed to be done as far as cybersecurity. Ms. Blevins said they will have more of an idea after Homeland Security does their inspection. They have already done a lot based on the Pathfinder's recommendation. However, Homeland Security will provide: Risk and Vulnerability Assessment, Physical Security Assessment, Remote Penetration Testing, Validate Architectural Design Reviews, Cyber Threats, Cyber Hygiene Scans and Phishing Campaigns. Since they were not sure where things stand, they would also like to do an assessment of the basement space. Mr. Hintz said we have still not received a definite move out date from the Health Department. She explained she did not expect a definite move date, but the Board would like to know what the intentions were with the basement location. She wanted to begin planning for the 2020 election, as they would need to start moving things around to make more room where they are now. Mr. Boose said nothing was going to happen immediately. Once the facility is empty the County will take a look at it and decide how to proceed.

Ms. Lesch wanted to know what would happen if their area did not pass the Homeland Security assessment – did that mean they would have to look elsewhere for space. Mr. Hintz thought the County should see what the evaluation says. Ms. Lesch clarified that they will need to evaluate both areas. Mr. Wilde said there is no indication of when they are moving. Ms. Blevins said Mr. Hollinger had already agreed to cooperate with the Homeland Security walk through.

Ms. Lesch said the Secretary of State has indicated that Ohio will again be a battleground state. Nationwide, this will be the largest and most contentious voting ever seen. They want to begin preparing as soon as possible. The changes the State wants all have to be done by January 31, 2020. Ms. Blevins said they have a lot of it done. They are just waiting to see what Homeland Security says.

Mr. Wilde clarified that we were still not sure what the \$50,000 grant could be used for. He asked if everything would be taken care of going forward, or would there be additional costs because of what they were implementing. Ms. Blevins said yes and no. There could be some additional costs, but the State understands this and is trying to eliminate what expenses they can. For example, they can now go through the Secretary of State for their "dot gov" domain name, and not have to pay the \$400 annual fee this would typically cost. They are hoping to use their money wisely. Ms. Blevins said the biggest thing that came out of this year's conference was they were told to have their IT departments handle the cybersecurity. Huron County does not have an IT department. So, she and Mr. Kline have to find other help, and have a company out of Mansfield that provides them with government rate. Ms. Lesch thought the design Mr. Kline had prepared was economical and very responsive to what they are required to do, especially if they could use grant funds.

***At 10:15 a.m. Terry Boose moved to enter into Executive Session 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 and ORC 121.22 (G) (2) To consider the purchase of property for public purposes, or for the sale of property at competitive bidding, if premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

*Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde*

***At 10:34 a.m. Terry Boose moved to end Executive Session ORC 121.22 (G) (3) and (G) (2). Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

*Aye – Terry Boose  
Aye – Joe Hintz  
Aye – Bruce Wilde*

*\*No action taken from Executive Sessions ORC 121.22 (G)(3) & (2)*

**At 10:35 a.m. Pete Welch, Solid Waste Management,** update on grant selection.

Mr. Welch stated the Policy Committee met last week to award the grants for the District plan. The District set aside \$55,000 each year for the next 15 years to award to government entities or schools that would like to improve or start a recycling program. They originally had approximately \$80,000 in requests. Those that applied are the City of Norwalk, City of Willard, Peru Township, Norwalk Township and St. Paul. He explained St. Paul really did not qualify under the grant, and they had been able to make other arrangements to help them accomplish their goals.

The Townships each asked for \$9,150, Willard asked for 25,000 originally, and Norwalk asked for 40,000. Mr. Welch was able to work with Willard and get them down to \$14,135. This brings the total request to \$72,450. This was \$17,450 more than the grant offering. Mr. Welch explained the District has approximately \$25,000 in carryover funds. The Policy Committee is proposing they use these funds to award the full amount of grants as requested. This now makes it a budget issue. He was there to request approval to appropriate unappropriated funds for this purpose.

Mr. Wilde clarified this would only leave approximately \$38,000 for next year's grant. Mr. Welch agreed and said they intended to tighten up and restructure the grant for next year. They would balance the books over two years.

Mr. Boose asked what kind of match Norwalk had for their grant. Mr. Welch said they have a \$187,000 match. He wanted to give them credit, since there were no requirements on a match. The Townships came in around \$900 and Willard at \$1,500. Mr. Boose wanted to know what Norwalk was going to use the grant for. Mr. Welch said they were going to purchase a new recycling truck.

Mr. Boose thought budgets should be about sustainability and believed the Policy Committee was opening the door for non-sustainability. He also thought awarding more than the grant amount would set a horrible precedent. There was a long discussion about the different options available. Mr. Welch explained it was not their decision on how the grant was awarded. If they did not want to make the change in the budget, then the Policy Committee would have to meet again to make a decision.

***Joe Hintz moved to approve appropriating an additional \$17,450.00 to the grant. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

*No – Terry Boose*

*Aye – Joe Hintz*

*No – Bruce Wilde*

***\*Motion fails***

Mr. Welch will reconvene the Policy Committee and have them come up with a way to settle for \$55,000. Mr. Boose asked how much money has been given the City of Norwalk towards recycling in the past. Mr. Welch said in the last 5 years it was \$35,000 each year.

**Mr. Welch** - County project updates

4<sup>th</sup> of July – Courthouse looks good, they are painting the rails. Waiting on parts for the clock.

Elevator is being worked on.

Courthouse roof. Mr. Strickler explained we asked Garman Miller for a policy that covers faulty workmanship. They claim they are unable to obtain that type of policy. However, he spoke to Mike at Damschroder Roofing who indicated Duralast offers a 20-year, no dollar limit policy, 15 year consequential damages and 5 years material and labor. This policy costs \$2,442.00. Mr. Boose asked if we would pay Duralast or Damschroder. Mr. Welch thought we would pay Damschroder. The warranty comes from Duralast, who is the manufacturer of the roof system. The only thing Mr. Strickler did not like was the limits on where a lawsuit could be filed. But at least we would have some kind of warranty.

***Terry Boose moved to approve paying an additional \$2,442.00 to Damschroder for the added 20-year warranty for the Courthouse roof project, with the paperwork to be signed when available and the project moving forward as soon as possible. Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

REGULAR SESSION

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*Aye – Terry Boose*

*Aye – Joe Hintz*

*Aye – Bruce Wilde*

Subcommittee meeting with CCAO. Mr. Welch and Mr. Hintz are on the Solid Waste subcommittee. These will be telephone meetings.

**Commissioner Boose report**

Records Retention meeting. Ms. Tkach provided the policy they asked for, it was approved as amended.

Records at Shady Lane – some are Clerk of Courts, Recorder, and Auditor. Also, it appears as though County already has copies, both microfilm and hard copies. These could have been destroyed a long time ago, but are now historical documents because they are over 50 years old. The State has no problem with us getting rid of them, but first we have to check with the local historians. Mr. Boose thought when we do this we not only ask if they want them, but also tell them they have to take them. The backup plan is to file them in the jail if we have to, but Mr. Boose would prefer they not be moved twice. Mr. Boose verified with Mr. Strickler that to get rid of them, they must be shredded, they can't be thrown into a landfill.

Transportation meeting. They are trying to help Senior Services apply for grant money.

Flags of Honor. Very nice ceremony.

Land bank meeting last week.

State Budget did not get passed. There is an extension for seventeen days, and they will continue operating as is until then. Mr. Boose will speak to Mr. Stein about his disappointment - they need to realize what they do affects other people. They are putting decision off that we need to make. There was no mention of extending the date for the County to make decisions on such things as the parole board

BMV rental agreement. Mr. Strickler stated it's on his to-do list. Mr. Boose's recommendation is to use the number in the Central Cost Plan.

**Commissioner Wilde report**

Mr. Wilde will be at the Prosecutor's Office tomorrow morning.

**Commissioner Hintz report**

Solid Waste Subcommittee membership. This new subcommittee recently formed by CCAO for the purpose of discussing solid waste policy and issues. Huron County will be a part of it.

**At 11:04 a.m.** Terry Boose moved to adjourn. Joe Hintz 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 July 2, 2019.

**IN THE MATTER OF ADJOURNING**

The meeting was called to order at 9:00 a.m. With no further business to come before the Board, the meeting was adjourned at 11:04 a. m.

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Terry Boose

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Joe Hintz

\_\_\_\_\_  
Bruce Wilde

**ATTEST**

\_\_\_\_\_  
Clerk to the Board