

REGULAR SESSION

TUESDAY

JANUARY 26, 2021

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

21-039

**IN THE MATTER OF CERTIFYING CLAIMS SCHEDULE FOR PAYMENT BATCHES TO THE HURON COUNTY AUDITOR FOR PAYMENT:**

Bruce Wilde 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 Register for Payment Batches #310751 and authorize the Huron County Auditor to make the necessary warrant;  
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 had a long discussion last week with Ms. Minor and Ms. Liebold about Then and Now's, as well as payments on the claims schedule. Ms. Liebold said the same thing Mr. Welch did - she paid bills the same way she did last year but was told she needed to do Then and Now's.

Mr. Boose also spoke to Ms. Minor about having a spreadsheet for individuals that receive funding. Ms. Minor assured him their system will not allow them to pay over \$1,000 per person.

The Board had previously recommended that employees not travel out of town for training. The Sheriff had an expense for what looked like an entire week of training. Mr. Boose asked Ms. Ziemba to contact the Sheriff and let him know their thoughts on travel. Ms. Ziemba stated she spoke with the Sheriff, he felt this training was necessary and precautions would be taken. Mr. Boose was disappointed.

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

Aye – Terry Boose

Aye – Joe Hintz

Aye – Bruce Wilde

Huron County Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-totals for various departments like Adult Probation, Sheriff, and Treasurer.

Huron County Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-totals for various departments like Sheriff, Jail, and Public Assistance.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-totals for various departments like Sheriff, Jail, and Public Assistance.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes sub-totals for various departments like Sheriff, Jail, and Public Assistance.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Heather Love Camera, Graphic Enterprise Office Solutions Inc, and Department Public Assistance.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Department Child Support Enforcement, Fund 117 - Child Support Enforcement, and Department WICA.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for MT Business Technologies, Department Records Technology, and Department Children's Services.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Emergency Management Association of Ohio, Department 911, and Department Landfill.

Claims Register for Payment Batches

Warrant Date	Client	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
01/20/2021	Fund 635 - Commissary Trust	310791	2021-002221	Math Thesis Liquid Landed & Fish Delogent	\$966.83	
01/20/2021	Fund 635 - Commissary Trust	310791	2021-002221	December Storage Transmission Fee	\$187.25	
	Account 635 635 00200 (Expenditures) Total:				\$1,154.08	
	Fund 635 - Commissary Trust Total:				\$1,154.08	
	Grand Total:				\$99,000.03	

Sign 1: Tobey Bone Sign 2: [Signature] Sign 3: [Signature]

1/22/2021 3:20 PM Page 9 of 9 V.3.2

PAY TO MA REMIT TO TOTAL VAL PURCHASE DESCRIPTION INVOICE NO INVOICE D/ DEPARTMENT ORIGINATOR

Fidelity U.I. Ireland	30	2021-0007	Document Invoice	#####	010	Comm Beth Horvath
Wex Bank	107.51	2021-0007	Fuel Purch	69378845	010	Comm Beth Horvath
Justice Dist Justice Dist	4600	2021-0020	Wab Jamn	22583	056	Jail Op Beth Horvath
Curon Court Commissio	2474	2021-0007	Vehicle Ma	6469	010	Comm Beth Horvath
Relias LLC	4874.46	2021-0020	Relias Svc	5133	036	Jail Op Beth Horvath
Flex Temp	10071.74	2021-0013	COMPE TAL	4024	#####	115 Public Annie Saunders
Flex Temp	7779.23	2021-0014	COMPE TAL	4024	#####	123 Work Annie Saunders

1/22/2021 3:20 PM Page 9 of 9 V.3.2

Tobey Bone [Signature] [Signature]

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

Ran out of money

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Adult Probation

Date of purchase: 12/11/2020 / 12/18/2020 / 12/31/2020 / 12/28/2020

Vendor name: Sandusky Co. TRSC / CU / WEX Bank / Commissioners

Expense Account #: 007-010-00475 (Same for all)

Amount of expense: \$16.00 / \$30.00 / \$107.51 / \$24.74

Department's Official Signature: [Signature] Date: 1-21-21

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Commissioner Approval: Tobey Bone Date: 1-26-21

Commissioner Approval: [Signature] Date: 1-26-2021

Commissioner Approval: [Signature] Date: 1/26/2021

Auditor's Office Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

The company sent an invoice dated 12/1/2020 for 2021 Annual services (11/2021 through 12/1/2021). The service is for the online jail training program.

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Huron County Sheriff's Office

Date of purchase: 11/1/2021

Vendor name: Relias, LLC

Expense Account #: 036-00280-001

Amount of expense: \$4,974.46

Department's Official Signature: [Signature] Date: 1/20/2021

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Commissioner Approval: Tobey Bone Date: 1-26-21

Commissioner Approval: [Signature] Date: 1-26-2021

Commissioner Approval: [Signature] Date: 1/26/2021

Auditor's Office Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

The company sent an invoice dated 12/20/2020 for 2021 services due by Jan 1<sup>st</sup>, 2021. The services are for the video arraignment between the court room and jail

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Huron County Sheriff's Office

Date of purchase: 1/1/2021

Vendor name: 5 G Mesh Internet Services

Expense Account #: 036-00275-001

Amount of expense: \$250.00

Simon Newton Date: 1/20/2021  
Department's Official Signature

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Teddy Boone Date: 1-26-21  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Joe Holt Date: 1-26-2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Bruce Wilde Date: 1/26/2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

The company sent an invoice dated 12/1/2020 for 2021 annual support services due Jan 1<sup>st</sup>, 2021. The service is for the Jail Web Jaxxon software.

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Huron County Sheriff's Office

Date of purchase: 1/1/2021

Vendor name: Justice Data Solutions, Inc.

Expense Account #: 036-00275-001

Amount of expense: \$4,600.00

Simon Newton Date: 1/20/2021  
Department's Official Signature

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Teddy Boone Date: 1-26-21  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Joe Holt Date: 1-26-2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Bruce Wilde Date: 1/26/2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

2020 PO Encumbrance wasn't completed by 12/31/2020

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Huron County Department of Job and Family Services

Date of purchase: December 2020

Vendor name: Phu-Ting Warehouse

Expense Account #: 123-00230-123

Amount of expense: \$7,779.23

Amey Leibold Date: 1/20/2020  
Department's Official Signature

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Teddy Boone Date: 1-26-21  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Joe Holt Date: 1-26-2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Bruce Wilde Date: 1/26/2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

**Then and Now Certificate**

State the emergency reason(s) why a purchase order was not attainable at the time of the making of this contract or order:

2020 PO Encumbrance wasn't completed by 12/31/2020

It is hereby requested that a then and now certificate be issued for this expenditure.

Requesting Department: Huron County Department of Job and Family Services

Date of purchase: December 2020

Vendor name: Phu-Ting Warehouse

Expense Account #: 115-00250-115

Amount of expense: \$10,071.74

Amey Leibold Date: 1/20/2020  
Department's Official Signature

It is hereby certified that both at the time of the making of this contract or order was made and at the date of the execution of this certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant.

Teddy Boone Date: 1-26-21  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Joe Holt Date: 1-26-2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Bruce Wilde Date: 1/26/2021  
Commissioner Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

Auditor's Office Approval  
(If Signature is absent the approval is initiated through Then and Now Workflow)

At 9:05 a.m. Public comment – none

21-040

**IN THE MATTER OF APPROVING THE HURON COUNTY CYBERSECURITY POLICY**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, the Human Resource/Loss Prevention Director and the County Network Administrator have prepared and presented a Huron County Cybersecurity Policy for review and approval; and

**WHEREAS**, the Board recognizes the value of such Policy due to the County's online presence needed to conduct county business; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves the adoption of the Huron County Cybersecurity Policy as attached hereto and expressly incorporated by reference herein; and further

**BE IT RESOLVED**, that the foregoing Resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio, relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion.

**\*Discussion:** Mr. Starett and Mr. Riedy had been in to discuss this last week.

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

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

*\*Policy on file*

21-041

**IN THE MATTER OF ACCEPTING LETTER OF RESIGNATION FROM DORIS PETERSON**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, Doris Peterson submitted her letter of resignation effective January 29, 2021; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby accepts Doris Peterson’s resignation and wishes her well in her future endeavors; and further

**BE IT RESOLVED**, that the foregoing resolution was adopted and all actions and deliberations of the Board of Commissioners of the County of Huron, Ohio, relating thereto were conducted in meetings open to the public, in compliance with all applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Joe Hintz seconded the motion.

**\*Discussion:** Mr. Boose noted she worked at the Courthouse for Buildings & Grounds.

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

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

21-042

**IN THE MATTER OF ADVERTISING FOR A FULL-TIME, CLASSIFIED, NON-EXEMPT FLSA, CUSTODIAL WORKER**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, there is a need for a full-time Custodial Worker for the Huron County Buildings and Grounds Department; and

**WHEREAS**, the starting hourly wage for this position is \$11.60 per hour, with an additional \$.50/hr. after successfully completing probationary period, in compliance with the collective bargaining agreement between the Huron County Commissioners and AFSCME, Ohio Council 8, Local 710; now therefore

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

**BE IT RESOLVED**, that all those applying must submit a Huron County application for employment to the Huron County Human Resource Department, 12 East Main Street, Norwalk, Ohio 44857. Applications will be accepted until the position is filled; now therefore

**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 121.11 of the Ohio Revised Code.

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

**NOTICE OF JOB OPENING**

**Job Title: Custodial Worker** - Classified, full-time, non-exempt.

**Wages:** \$11.60 per hour starting rate (additional \$.50/hr. after successfully completing probationary period)

**Job Duties and Responsibilities:** (not all inclusive)

Cleans Huron County facilities and performs light maintenance work. Washes windows, walls, woodwork, etc.; collects recyclable materials, secures doors, moves furniture; performs snow removal and lawn mowing. See complete job description online at [www.hccommissioners.com](http://www.hccommissioners.com).

**Application and Selection Procedures:**

Candidates should submit Huron County Application for Employment, which can be found at (<http://www.hccommissioners.com>), to the HR Office, 12 E. Main St., Suite 513, Norwalk, OH 44857. Applications will also be accepted electronically at [hrrassist@hccommissioners.com](mailto:hrrassist@hccommissioners.com). Full job description can also be found at the aforementioned site. The successful candidate will be subject to pre-employment drug testing, a driving record check and a full background investigation. Only those to be interviewed will be contacted. Position is open until filled.

**Huron County is an Equal Opportunity Employer**

**Job Applications are subject to public records law.**

21-043

**IN THE MATTER OF AUTHORIZING THE ADVERTISEMENT AND LETTING OF BIDS FOR THE 2021 CHIP AND SEAL PROJECT ON VARIOUS COUNTY ROADS IN HURON COUNTY**

Bruce Wilde moved to adopt the following resolution:

**WHEREAS**, the Huron County Engineer has requested approval for seeking bids for the 2021 Chip and Seal Project on Various County Roads; and

**WHEREAS**, notice of this must be placed in a newspaper of general circulation and on the County’s website pursuant to Section 307.87 of the Ohio Revised Code; therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby approve of letting bids for the 2021 Chip and Seal Project on Various County Roads; and further

**BE IT RESOLVED**, that notice of this will be placed in a newspaper of general circulation and on the County’s website [www.hccommissioners.com](http://www.hccommissioners.com) by clicking on the Legal Notices link until the bid is opened on Friday, February 12, 2021 at 9:01 a.m.; 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.

Joe Hintz seconded the motion.

**\*Discussion:** Mr. Boose noted this was something the Engineer does every year.

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

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

REGULAR SESSION

TUESDAY

JANUARY 26, 2021

**ADVERTISEMENT**

**NOTICE TO BIDDERS**

Sealed bids may be submitted on or before the bid opening date of February 12, 2021 until 9:00 a.m. local time, at the Huron County Commissioner's Office, 180 Milan Avenue Norwalk, Ohio, 44857, for the following Project: Letting Bids for the 2021 Chip and Seal Program. Bids shall be opened and publicly read aloud at 9:01 a.m.

Bid Documents, including contract terms & conditions, must be obtained for a \$20.00 (check only) non-refundable fee from the Huron County Engineer at 150 Jefferson Street Norwalk Ohio 44857, between the hours of 7:00 a.m. – 3:00 p.m., Monday through Friday (holidays excluded). Bidder may elect to have these documents mailed to them for an additional fee of \$10.00 for shipping.

Each bidder is required to furnish with its proposal a Bid Guaranty and Contract Bond in accordance with section 153.54 of the Ohio Revised Code. Bid security furnished in Bond form, shall be issued by a Surety Company or Corporation licensed in the State of Ohio to provide said surety.

Each proposal must contain the full name of the party or parties submitting the proposal and all persons interested therein. Each bidder must submit evidence of its experiences on projects of similar size and complexity. The owner intends and requires that this project be completed no later than September 10, 2021.

All contractors and subcontractors involved with the project will to the extent practicable use Ohio products, materials, services, and labor in the implementation of their project. Additionally, contractor compliance with the equal employment opportunity requirements of Ohio Administrative Code Chapter 123 is required.

Bidders must comply with the prevailing wage rates on Public Improvements in Huron County, Ohio as determined by the Ohio Department of Commerce, Bureau of Wage and Hour Administration, 614.644.2239.

All proposals must be submitted bound in their entirety, and on the forms furnished in the Contract documents. Bid documents must be obtained from the Huron County Engineer, no copies will be accepted.

The Board of County Commissioners of Huron County reserves the right to waive any and all irregularities in the bids or bidding process and may reject any and all bids.

This advertisement may also be found on the Huron County Commissioners website at <http://www.hccommissioners.com> and can be accessed by clicking on Legal Notices.

Advertise January 28, 2021

21-044

**IN THE MATTER OF AUTHORIZING THE ADVERTISEMENT AND LETTING OF BIDS FOR THE 2021 NEW STATE ROAD RESURFACING PROJECT**

Bruce Wilde moved to adopt the following resolution:

**WHEREAS**, the Huron County Engineer has requested approval for seeking bids for the 2021 New State Road Resurfacing Project; and

**WHEREAS**, notice of this must be placed in a newspaper of general circulation and on the County's website pursuant to Section 307.87 of the Ohio Revised Code; therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners does hereby approve of letting bids for the 2021 New State Road Resurfacing Project; and further

**BE IT RESOLVED**, that notice of this will be placed in a newspaper of general circulation and posted on the County's website [www.hccommissioners.com](http://www.hccommissioners.com) accessed by clicking on legal notices, until the bid is opened on Friday, February 12, 2021 at 9:10 a.m.; 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.



**REGULAR SESSION**

**TUESDAY**

**JANUARY 26, 2021**

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

**ADVERTISEMENT**

**NOTICE TO BIDDERS**

Sealed bids may be submitted on or before the bid opening date of February 12, 2021 until 9:00 a.m. local time, at the Huron County Commissioner's Office, 180 Milan Avenue, Suite 7, Norwalk, Ohio 44857, for the following Project: 2021 New State Road Resurfacing Project. Bids shall be opened and publicly read aloud at 9:10 a.m.

Bid Documents, including contract terms & conditions, must be obtained for a \$20.00 (check only) non-refundable fee from the Huron County Engineer at 150 Jefferson Street Norwalk Ohio 44857, between the hours of 7:00 a.m. – 3:00 p.m., Monday through Friday (holidays excluded). Bidder may elect to have these documents mailed to them for an additional fee of \$10.00 for shipping.

Each bidder is required to furnish with its proposal a Bid Guaranty and Contract Bond in accordance with section 153.54 of the Ohio Revised Code. Bid security furnished in Bond form, shall be issued by a Surety Company or Corporation licensed in the State of Ohio to provide said surety.

Each proposal must contain the full name of the party or parties submitting the proposal and all persons interested therein. Each bidder must submit evidence of its experiences on projects of similar size and complexity. The owner intends and requires that this project be completed no later than October 1, 2021.

All contractors and subcontractors involved with the project will to the extent practicable use Ohio products, materials, services, and labor in the implementation of their project. Additionally, contractor compliance with the equal employment opportunity requirements of Ohio Administrative Code Chapter 123 is required.

Bidders must comply with the prevailing wage rates on Public Improvements in Huron County, Ohio as determined by the Ohio Department of Commerce, Bureau of Wage and Hour Administration, (614) 644-2239.

All proposals must be submitted bound in their entirety, and on the forms furnished in the Contract documents. Bid documents must be obtained from the Huron County Engineer, no copies will be accepted.

The Board of County Commissioners of Huron County reserves the right to waive any and all irregularities in the bids or bidding process and may reject any and all bids.

This advertisement may also be found on the Huron County Commissioners website at <http://www.hccommissioners.com> and can be accessed by clicking on Legal Notices.

Advertise: January 28, 2021

21-045

**IN THE MATTER OF APPROPRIATING UNAPPROPRIATED FUNDS IN THE HURON COUNTY ENGINEER AUTO TAX FUND #125**

Bruce Wilde moved the adoption of the following resolution:

**WHEREAS**, there are unappropriated funds in the Engineer's Auto Tax Fund #125 that need to be appropriated for expenses; now therefore

**BE IT RESOLVED**, that the Board of Huron County Commissioners hereby approves of appropriating \$500.00 of unappropriated funds as follows:

TO: 125-125-00450 Unemployment Compensation \$500.00 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. Tansey explained the Auditor had requested this.

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

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

**At 9:15 a.m. Josh Jasinski, Dog Warden**, dog license fees. Mr. Boose noted the fees were down a little from last year. Mr. Jasinski said everything was down a bit last year due to Covid – they lost a little revenue, complaints were down and they brought in fewer dogs. It was the same for the other counties he had talked to.

Mr. Boose stated that normally at the end of January the rates for dog licenses go up. This has been put off until July 1 with the passage of HB 404. Mr. Boose asked Mr. Jasinski if he had any concerns about this year's revenue. Mr. Jasinski said the late fees are where they make their money, so he was a little concerned. He was expecting about a \$4,000 - \$5,000 loss. The counties he talked to don't really want to extend the deadline, but they will. Mr. Boose explained that Mr. Strickler does not believe the dog tags are a part of HB404. However, the Ohio Prosecutor's Association and CCAO both think they qualify. Also, the information Ms. Ziemba had from County Administrators' Association thought the late fees should be suspended. Mr. Wilde said he would like Huron County to suspend late fees until July 1. Mr. Boose cautioned that would take away from Mr. Jasinski's budget. Mr. Wilde noted they had a \$73,000 carryover. Mr. Boose reminded him they had also purchased two new cars and there were a lot of other things going on. Mr. Hintz thought, as long as they could get by financially, it would not look good if they did not suspend it. Mr. Jasinski stated out of good faith he thought they should suspend late fees until July 1.

Mr. Boose believes this may qualify for reimbursement if more CARES Act funds became available. Also, if Mr. Jasinski felt this was affecting his budget to the extent he became concerned, Mr. Boose would like him to come back to the Commissioners. Once they make this decision it was good through July 1, but he thought they may be able to help through the General Fund. Mr. Jasinski appreciated it, but thought they would be okay.

***Bruce Wilde moved to suspend late fees until July 1<sup>st</sup> based upon HB 404 for this year only. 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***

Mr. Jasinski wanted to clarify the ticketing process. If someone has a 2019 dog tag, it is an expired tag and they can be cited. A 2020 tag won't be cited because it is good until July 1.

**At 9:30 a.m. Nick Katsaros, First Energy Corp.** was in checking to see if there were any problems or concerns with Ohio Edison or First Energy. He wanted to be sure there were no loose ends, leaning poles or street light outages that anyone was complaining about. Mr. Boose thought they had been providing good service, there have not been any phone calls. Mr. Katsaros explained he is in regular contact with both the City of Norwalk and the County EMA Director. Mr. Boose appreciated that he checked in regularly so everyone knew who they were dealing with.

**TRAVEL REQUESTS – None.**

**SIGNINGS – None.**

#### **OLD BUSINESS**

Ms. Ziemba stated the apiarist, Steve Scheel, is currently out of state and unable to sign the contract until he returns later this week. The appointment form is due to the State by January 31<sup>st</sup>. The Board will not meet again before that due date. Ms. Ziemba had discussed this with Mr. Strickler, who requested that the Board approve appointing Mr. Scheel contingent upon receiving a signed contract before January 31<sup>st</sup>.

***Bruce Wilde moved to approve Steve Scheel as the apiary inspector for Huron County contingent upon receiving the signed contract from Mr. Scheel by January 31<sup>st</sup>. Joe Hintz seconded the motion.***

**\*Discussion:** Mr. Strickler stated this was to ensure the contract made it to the State by the January 31 deadline.

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

*Aye – Terry Boose*

*Aye – Joe Hintz*

*Aye – Bruce Wilde*

Cook Road issue. Mr. Strickler indicated it was still in progress.

Coroner. Ms. Ziemba has reached out to him again but has not had a response. Mr. Boose said he spoke to him Friday night. Dr. Harwood told Mr. Boose he has a hard time making it to the Commissioner meetings. Mr. Boose informed him that they would prefer he come in, but if he can't they would at least like him to provide the numbers. Mr. Boose thought he would.

Records request. There is one that is still outstanding. Ms. Ziemba will discuss with Mr. Strickler after the meeting.

Ditch issues. Mr. Stang had informed Mr. Stacklin that all communication should be via email. Mr. Stacklin left Mr. Boose a rather unfriendly message, so Mr. Boose informed him all communication should go through the Prosecutor's office. Mr. Strickler had not heard from him.

Old jail – steps to tear down or sell. Mr. Strickler stated that Mr. Stephens was working on gathering information on the process. Mr. Boose said as soon as they know what needs to be done they will get started. Probably will have to get Mr. Welch involved if they do something other than just selling it.

Administration building elevator. Ms. Ziemba said there would be no updates until the State figures out what new programs will be available.

Elected Officials & Department Heads meeting. Ms. Ziemba sent out notice for next Tuesday, February 2 at 11:30 a.m. She wanted to know if there were any updates for the agenda. Mr. Boose thought IT should be the largest part of the meeting, and there should be open discussion.

HCDC letter follow-up. Ms. Ziemba thought they had all received the email response. Mr. Boose thought it meant that their request would be brought up at the next meeting. Ms. Ziemba will clarify with HCDC that was what they meant.

CCAO indigent letters. Letter sent to the Governor and the Lieutenant Governor yesterday. As far as the State budget, Mr. Boose said revenue came in better than expected. Because of this they put some of the items back in that had been cut due to Covid. Indigent defense was not one of them. He is very concerned about this coming budget.

Township association membership. Ms. Ziemba did reach out to the Township Association. She is still waiting on an invoice.

City & Villages phone calls today starting at 11:30 a.m.

**At 9:50 a.m. the board recessed.**

**At 10:00 a.m. the board resumed regular session.**

**At 10:00 a.m. Kathleen Schaffer, Treasurer, Investment Board Meeting.**

**Investment Meeting Agenda  
Tuesday, 26 January 2021  
Organizational Meeting**

Call to order by the 2020 Chairman (Mr. Boose)

Motion to Appoint a Chairman of the 2021 Huron County Investment Board

Motion to Appoint a Vice Chair of the Huron County 2021 Investment Board

The Treasurer is the Secretary of the Board

Motion to waive the reading of the minutes of the October 20, 2020 meeting and approve as written.

4<sup>th</sup> Quarter 2020 Reports

- Account balances
- Checking Account interest
- Interest recap all funds
- Landfill statement
- Investment portfolio recap

The next Investment Board meeting will be held at 10:00 a.m. on 27<sup>th</sup> April, 2021 at the offices of the Huron County Commissioners, 180 Milan Avenue.

Motion to adjourn:

Terry Boose called the meeting to order. He asked for motion to appoint a chairman for the 2021 Huron County Investment board. Joe Hintz nominated Bruce Wilde for chairman. Kathleen Schaffer seconded. All ayes.

Mr. Wilde nominated Joe Hintz as Vice-Chairman. Kathleen Schaffer seconded. All ayes.

Mr. Hintz moved to waive the reading of the minutes of the October 20, 2020 meeting and approve as written. Ms. Schaffer seconded the motion. All voting yes.

Ms. Schaffer discussed the Summary of Accounts as of December 31, 2020.

Summary of Huron County Accounts as of December 31, 2020

Civista Bank General Fund Account: \$5,747,435.48  
 Home Savings & Loan (nka Premier Bank) Money Market: \$1,580,932.72  
 PNC Money Market: \$824,986.43  
 STAR Ohio: \$17,088,761.82  
 Meeder Investments: \$16,826,103.02  
 Total: \$42,068,219.67

Ms. Schaffer discussed the Checking Account interest. This came in pretty good considering interest rates are so low.

Checking Account Interest				
2020				
PAID IN	BANK ACCOUNT	INTEREST	MTHLY	YTD TOTAL
January	HS&L MONEY MKT	2,638.70		
	PNC MONEY MKT	592.78		
	CIVISTA LANDFILL	36.59	3,269.07	3,269.07
February	HS&L MONEY MKT	2,330.97		
	PNC MONEY MKT	553.80		
	CIVISTA LANDFILL	29.68	2,914.45	6,183.52
March	HS&L MONEY MKT	2,074.53		
	PNC MONEY MKT	254.56		
	CIVISTA LANDFILL	16.30	2,345.39	8,528.91
April	HS&L MONEY MKT	1,302.72		
	PNC MONEY MKT	33.80		
	CIVISTA LANDFILL	8.16	1,434.68	9,963.59
May	HS&L MONEY MKT	1,143.92		
	PNC MONEY MKT	32.68		
	CIVISTA LANDFILL	11.64	1,188.24	11,151.83
June	HS&L MONEY MKT	898.88		
	PNC MONEY MKT	36.05		
	CIVISTA LANDFILL	10.86	913.79	12,065.62
July	HS&L MONEY MKT	198.73		
	PNC MONEY MKT	34.94		
	CIVISTA LANDFILL	16.18		
	PREMIER BANK	620.23	870.08	12,935.70
August	HS&L MONEY MKT	593.21		
	PNC MONEY MKT	34.93		
	CIVISTA LANDFILL	14.01	642.15	13,577.85
September	PREMIER BANK MM	451.87		
	PNC MONEY MKT	20.29		
	CIVISTA LANDFILL	12.99	485.15	14,063.00
October	PREMIER BANK MM	442.91		
	PNC MONEY MKT	20.28		
	CIVISTA LANDFILL	8.56	471.75	14,534.75
November	PREMIER BANK MM	428.75		
	PNC MONEY MKT	20.96		
	CIVISTA LANDFILL	15.28	464.99	14,999.74
December	PREMIER BANK MM	443.15		
	PNC MONEY NKT	20.97		
	CIVISTA LANDFILL	9.77	473.89	15,473.63

Ms. Schaffer discussed the Interest recap All Funds. This came over the estimate.

INTEREST RECAP ALL FUNDS				
	2000	2001	2002	
Cking	28,664.59	49,931.72	87,159.25	
CD's	583,301.22	440,973.97	474,515.05	
STAR	5,824.15	7,214.96	7,890.00	
Totals	879,989.96	898,120.65	870,564.30	
				2005
CKING	90,024.15	136,939.44	130,164.02	
Bonds & CD's	283,210.25	167,900.00	201,833.21	
STAR	32,534.00	224,900.00	382,538.64	
Totals	405,768.40	529,739.44	714,535.87	
STAR INS	12,600.00	6,734.62	23,888.03	
STAR PROJ	9,200.00	10,365.60	13,223.20	
GRAND TOTAL	427,568.40	546,739.67	751,655.10	
				2010
CKING	145,889.05	20,105.95	21,277.65	
Bonds	62,214.34	15,767.95	16,216.76	
STAR	401,274.88	11,708.93	15,044.95	
TOTAL	849,448.06	298,877.44	202,295.74	
STAR INS	72,879.67	3,290.19	1,176.65	
STAR PROJ	15,825.41	6,924.62	21,472.39	
GRAND TOTAL	933,753.14	302,197.63	221,472.39	
				2014
Checking Accts.	18,589.71	594	594	
Bonds	186,528.28	9,427.28	13,717.17	
STAR Ohio Ins.	1,241.09	74,346.06	71,292.74	
STAR PROJ	1,241.09	879.22	845.17	
TOTAL	197,199.17	85,156.55	88,449.07	
GRAND TOTAL	216,570.18	87,456.95	88,218.46	

INTEREST RECAP ALL FUNDS				
	2016	2017	2018	2019
Checking Accts.	5,763.96	4,225.79	31,598.50	
Bonds	131,424.77	123,339.48	216,542.71	
STAR Ohio Ins.	1,694.86	1,241.09	1,241.09	
STAR PROJ	177,066.42	231,370.44	844,763.68	
GRAND TOTAL	315,949.99	360,176.70	1,194,145.98	
				2020
Checking Accts.	46,898.89	15,473.63		
Investments	269,327.21	233,023.35		
STAR Ohio Ins.	1,241.09	879.22		
STAR PROJ	1,241.09	1,241.09		
GRAND TOTAL	618,718.28	350,617.29		

Summary of Landfill through November. December's pay-ins are entered in January, so they will be on the next report. Items in red indicated checks that had been deposited to the wrong account when Ms. Myers had not been there and had to be moved.

2020 Landfill		Kathleen Schaffer, Huron County Treasurer				FUND 505	FUND 505
Huron County Landfill Report		Ending Balance	Tonnage (C)	Monthly Interest	Landfill	L. Equipment	
Paid in 2020	Statement Date						
JANUARY	1/28/2020	187,754.05	3,343.91	\$31.02	181,035.21	6,877.82	
FEBRUARY	1/31/2020	201,613.28	3,438.98	\$36.59	194,396.73	6,877.82	
MARCH	3/31/2020	\$168,884.58	3,472.42	\$16.30	\$192,023.84	6,544.89	
APRIL	4/30/2020	\$202,041.84	3,470.73	\$8.16	\$195,092.32	\$6,941.46	
MAY	5/31/2020	\$184,076.48	3,389.47	\$11.64	\$177,287.90	\$6,776.94	
JUNE	6/30/2020	\$226,281.04	3,789.70	\$16.18	\$213,645.46	\$7,599.40	
JULY	7/31/2020	\$226,281.04	3,789.70	\$16.18	\$213,645.46	\$7,599.40	
AUG	8/31/2020	\$197,674.62	3,638.20	\$14.01	\$189,688.21	\$7,672.40	
SEPTEMBER	9/30/2020	\$250,001.88	3,709.93	\$12.59	\$222,698.83	\$7,418.96	
October	10/31/2020	\$243,601.95	3,772.81	\$12.28	\$238,041.05	\$7,546.62	
November	11/30/2020						
December							
TOTAL		\$2,421,189.11	43,048.91	\$180.25	\$2,344,260.02	\$86,097.82	

February Pay-in: Transfer \$600.00 to Township Recycling that was accidentally deposited into Landfill Checking  
 May Pay -in Transfer \$2,621.40 to Solid Recyclables 500,500,10600  
 May Pay -in Transfer \$1,079.45 to Township Recycling account 525,525,10300  
 September Pay in Transfer \$50.00 to Township Recycling account 525,525,10300

Ended up with over \$230,000 in interest from the Meeder investments.

Mr. Boose noted that the interest was better than anticipated. However, it is still down significantly from 2019. Mr. Wilde observed there were some negatives on the reports. Ms. Schaffer explained a lot of that had to do with the fact that everything was at a standstill last year.

Ms. Schaffer wanted to discuss the tax bills. She explained the tax bills had been mailed on January 14. They are in the hands of the postal service. Some people have received them, some people have not. Norwalk and Willard seem to be the two big cities that have not received them. From what she has heard, the postal service is running at about 28%. Mr. Boose asked what would happen on the date the bills were due but people had not received them. Ms. Schaffer said they are not going to extend the deadline, but they will probably make concessions and waive the penalty. This will be done on a case by case basis, since they know who typically pays late. If someone has not received their tax bills, Ms. Schaffer would like them to call or come in to the office. If they have more than five bills, she asks that they call ahead to give the staff time to get the bills ready. They are extending their hours until 6:00 p.m. for the next two Wednesday evenings, and will be open Saturday, February 6 from 9 a.m. until noon.

Mr. Boose asked if anybody was looking at other options. Ms. Schaffer said she was. Smart Bills, the company that sends out the real estate bills, offers online services. Residents could log in to view their bill and make payments. Ms. Schaffer will come in when she receives a quote to discuss this further with the Board. Mr. Boose thanked her for being proactive.

Joe Hintz moved to adjourn the investment board meeting. Kathleen Schaffer seconded the motion. The meeting stood adjourned.

**At 10:30 a.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. 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 11:24 a.m. the board recessed the meeting and Executive Session until 1:00 p.m.  
 At 1:10 p.m. the board resumed regular session and returned to Executive Session.**

**At 2:18 p.m. Joe Hintz moved to end Executive Session ORC 121.22 (G)(1). Joe Hintz seconded the motion. The roll being called upon its adoption, the vote resulted as follows:**

**REGULAR SESSION**

**TUESDAY**

**JANUARY 26, 2021**

*Aye – Terry Boose*

*Aye – Joe Hintz*

*Aye – Bruce Wilde*

*\*Action taken from Executive Session ORC 121.22 (G)(1):* Ms. Ziemba and Mr. Starett will work to post the position for Human Resource Director.

**NEW BUSINESS**

Architect. Ms. Ziemba said everyone should have received an email from Mr. Welch. He was recommending the Board contract with Garman Miller for the JFS and jail roofs. If the Board was in agreement she would have Mr. Welch get the process going. Mr. Wilde said he was all for it. Mr. Hintz agreed. Mr. Boose was for it, but would like there to be some kind of discussion about timing. He would like it to be clear we want the project finished this year. There had been an issue with Garman Miller in the past where it took them a long time to move through the process. However, the actual work that was done was good. Mr. Boose did not want that to happen again. Ms. Ziemba will make sure Mr. Welch relays that to them.

Budget. Mr. Boose would like to start looking at this next week. They need to let all the departments know they are working on it so if they need something to get it to us. Mr. Boose thought they could start with special projects and see how much money was in the accounts. Ms. Ziemba will attempt to have everything ready for next week.

Cities and Villages conference calls. Everything went well. There were several that had issues with Covid and had to shut down the offices for a while.

JFS meeting. Mr. Boose met with Ms. Minor for two and a half hours last week. He will discuss that further next week. They have scheduled meetings at 8:00 a.m. every Wednesday that there is not a WIOA meeting. There is a lot to discuss.

**At 2:30 p.m.** Bruce Wilde 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 January 26, 2021.

**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 2:30 p.m.

Signatures on File

REGULAR SESSION

TUESDAY

JANUARY 26, 2021

The following bids for Supplying & Delivery of #9 Aggregate were opened on January 29, 2021 at 10:01 a.m.:

				MESENBURG BROS.		HEITSCH NORTH SHORE STONE	
ESTIMATED QUANTITIES				Unit Price	Total Price	Unit Price	Total Price
Item	Total	Unit	Description				
#9	4000	TONS	#9 Aggregate	\$ 12.65	\$ 50,600.00	\$ 13.05	\$ 52,200.00

The following bids for Supplying & Delivery of Concrete were opened on January 29, 2021 at 10:06 a.m.:

				Wm. DAUCH CONCRETE	
ESTIMATED QUANTITIES				Summer Unit Price	Winter Unit Price
Item	Total	Unit	Description		
511	400	C.Y.	Class QC 1 Concrete	\$ 127.50	\$ 132.50
511	50	C.Y.	Class QC 1 Concrete (#8 Mix)	\$ 133.00	\$ 138.00
613	50	C.Y.	Low Strength Mortar Backfill, Type 2	\$ 82.00	\$ 87.00
705.22	10	C.Y.	Nonshrink Mortar	\$ 123.50	\$ 128.50
			Light Load Charge - (Less than 5.5 C.Y.)	\$ 60.00	
			Discounts -		
				LESS \$4 / YARD DELIVERIES TO 150 JEFFERSON ST. NORWALK	

The following bids for Installation of Guardrail were opened on January 29, 2021 at 10:11 a.m.:

			LAKE ERIE CONSTRUCTION
ITEM NO.	UNIT	ITEM DESCRIPTION	UNIT PRICE
202	Lin.Ft.	Guardrail Removed	\$ 2.00
517	Lin.Ft.	Bridge Railing, Tubular Back-up	\$ 98.40
606	Lin.Ft.	Guardrail, Type MGS	\$ 18.60
606	Lin.Ft.	Guardrail, Type MGS, 9' Posts	\$ 20.20
606	Lin.Ft.	Guardrail, Type MGS, Long Span, As Per Plan	\$ 23.40
606	Each	Anchor Assembly, MGS Type E	\$ 2,225.00
606	Each	Anchor Assembly, MGS Type T	\$ 885.00
606	Each	Bridge Terminal Assembly, MGS Type 1	\$ 1,980.00
606	Each	Bridge Terminal Assembly, Type 4	\$ 720.00
626	Each	Barrier Reflector, Type A2	\$ 7.50
614	Lump	Maintaining Traffic	\$ 225.00
624	Lump	Mobilizaion	\$ 495.00

The following bids for Installation of Traffic Paint were opened on January 29, 2021 at 10:16 a.m.:

			ZIMMERMAN PAINT		OGELSBY CONSTRUCTION		A & A SAFETY		
ITEM NO.	QUANTITY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
642	25	Mile	Center Line 4", Type 1, as per plan	\$ 600.00	\$ 15,000.00	\$ 845.00	\$ 21,125.00	\$ 630.00	\$ 15,750.00
642	50	Mile	Edge Line, 4", Type 1, as per plan	\$ 500.00	\$ 25,000.00	\$ 557.00	\$ 27,850.00	\$ 1,180.00	\$ 59,000.00
<b>TOTAL</b>					\$ 40,000.00		\$ 48,975.00		\$ 74,750.00

Correct price based on Quantity X Unit Price

The following bids for Supply and Delivery of Structural Steel for Baseline Road Bridge were opened on January 29, 2021 at 10:21 a.m.:

						OHIO BRIDGE	
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE		
Baseline Road Bridge Deck Material							
1	All material as shown on Plan Sheets 2 - 5	1	LS	\$ 91,955.00	\$91,955.00		
Boughtonville Road Bridge Material							
2	W12x35, 12'-2" in length	54	EA	\$ 528.00	\$28,512.00		
3	W12x35, 12'-7" in length	18	EA	\$ 547.50	\$9,855.00		
4	W14x34, 14'-11" in length	7	EA	\$ 605.00	\$4,235.00		
5	Box Tube, 4"x4"x3/8", 24'-0" in length	7	EA	\$ 247.00	\$1,729.00		
6	Angle, 3"x3"x3/8", 24'-0" in length	7	EA	\$ 411.00	\$2,877.00		
Subtotal =					\$47,208.00		
<b>Total Bid =</b>					<b>\$139,163.00</b>		