

The Board of Huron County Commissioners met this date in Regular Session. Roll being called found the following members present: Terry Boose and Harry Brady Bruce Wilde absent. Mr. Wilde listening in on Zoom. Mr. Wilde will not participate or vote.

Pursuant to Ohio Revised Code Section 305.14 the Record of the Proceedings of the September 28, 2021, October 5, 2021 and October 7, 2021 meeting(s) were presented to the Board. Harry Brady made the motion to waive the reading of the minutes of the September 28, 2021, October 5, 2021 and October 7, 2021 meeting(s) and approve as presented. seconded the motion. Voting was as follows:

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

21-350

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

Harry Brady 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 #326241 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.

Terry Boose seconded the motion.

***Discussion:** Mr. Boose noted that fuel vouchers for the month came to \$4,161.01. He felt this was all money that could be going toward transportation. Mr. Boose would like to hold the payment to Custom Metal Works in the amount of \$776 until Mr. Wilde returns.

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

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

Huron County Claims Register for Payment Batches

Table with columns: Warrant Date, Client, PO #, Line #, Line Description, Amount, Warrant #. Includes entries for various departments like Sheriff, Jail, and Public Defender.

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Claims Register for Payment Batches

Table with columns: Warrant Date Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for 11/15/2021, 11/16/2021, 11/17/2021, 11/18/2021, 11/19/2021, 11/20/2021, 11/21/2021, 11/22/2021, 11/23/2021, 11/24/2021, 11/25/2021, 11/26/2021, 11/27/2021, 11/28/2021, 11/29/2021, 11/30/2021, 12/01/2021, 12/02/2021, 12/03/2021, 12/04/2021, 12/05/2021, 12/06/2021, 12/07/2021, 12/08/2021, 12/09/2021, 12/10/2021, 12/11/2021, 12/12/2021, 12/13/2021, 12/14/2021, 12/15/2021, 12/16/2021, 12/17/2021, 12/18/2021, 12/19/2021, 12/20/2021, 12/21/2021, 12/22/2021, 12/23/2021, 12/24/2021, 12/25/2021, 12/26/2021, 12/27/2021, 12/28/2021, 12/29/2021, 12/30/2021, 12/31/2021.

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Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for various contractors like William Deuch Concrete Co. Inc. and NAPA Services.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Great Lakes Community Action and Great Lakes Community Action.

Claims Register for Payment Batches

Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for UOR Inc., O & E Supply Co., and Department of Public Safety.

Claims Register for Payment Batches


Table with columns: Warrant Date, Claimant, Batch ID, PO #/Line #, Line Description, Amount, Warrant #. Includes entries for Great Lakes Community Action, American Electric Power, and EMA Hazmat.

Claims Register for Payment Batches

Warrant ID	Batch ID	PO #/Line #	Line Description	Amount	Warrant #
			11/02/2021	\$ 776.00	
			Account 525-525-00475 (Other Expenses) Total:	\$ 776.00	
			Department Solid Waste Management District Total:	\$294.24	
			Fund 525 - Solid Waste Management District Total:	\$294.24	
			Grand Total:	\$435,005.08	

Sign 1: *Terry Boose*
 Sign 2: *Harry Brady*
 Sign 3: *Absent*

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HURON COUNTY BOARD OF COMMISSIONERS
 Terry Boose * Harry Brady * Bruce "Skip" Wilde
 Vickie Ziemba, Administrator/Clerk

Huron County Claims Schedule Approval/Holds

To The Huron County Auditor's Accounting Department

Everything on the claims schedule has been approved by the Huron County Commissioners and all warrants are to be released.

The following have NOT been approved by the Huron County Commissioners and should be held until further advised.

AMOUNT	VENDOR	DISPOSITION & DATE
\$776.00	Custom Metal Works	Hold

Submitted by: *Vickie Ziemba* Date: *11/9/2021*

150 Milan Avenue, Suite 7, Norwalk, Ohio 44851-1195
 419-668-3262 * 1-800-958-5262 * Fax: 419-663-3370
 Email: mail@hccommissioners.com
www.hccommissioners.com

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

21-351

IN THE MATTER OF AUTHORIZING APPROPRIATION ADJUSTMENTS WITHIN THE GENERAL FUND

Harry Brady moved the adoption of the following resolution:

WHEREAS, there is a need for an appropriation adjustment within the Public Defender account; and

WHEREAS, the Board of Huron County Commissioners finds the request to be reasonable; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the following appropriation adjustments:

FROM:	Dept	Account	Fund	Amount	TO:	Dept.	Account	Fund	Amount
	027	00200	001	\$400.00		027	00175	001	\$400.00
				Public Defender Equipment					Public Defender Supplies
									and further

BE IT RESOLVED, that the Huron County Auditor is authorized and instructed to record said appropriation adjustment as approved; and further

BE IT RESOLVED, that the Clerk of the Board is instructed to certify a copy of this resolution to the Huron County Auditor and the department requesting said adjustment; and further

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

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

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

21-352

IN THE MATTER OF HIRING A COMPUTER AND NETWORK TECHNICIAN FOR HURON COUNTY

Harry Brady moved the adoption of the following resolution:

WHEREAS, it is the desire of the Board of Huron County Commissioners to hire a Computer and Network Technician for Huron County; and

WHEREAS, this position was posted and advertised in accordance with the Huron County Personnel Policy Manual; and

WHEREAS, all applications were reviewed, interviews were conducted, and Parker Sell was deemed to be the most qualified applicant; and

WHEREAS, Mr. Sell has accepted the employment offer for the position; now therefore

BE IT RESOLVED, the Board of Huron County Commissioners hereby approves hiring Parker Sell to the position of Computer and Network Technician for Huron County, as a full-time, classified, FLSA non-exempt employee beginning November 22, 2021 at the rate of \$19.00 per hour, with an increase to \$20.00 per hour after successful completion of the 120-calendar day probation. A copy of the employment agreement is attached hereto and expressly incorporated by reference herein; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose was happy to have a second person. This would allow the County to provide more services to the elected officials and department heads.

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

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

**Employment Agreement on file*

21-353

IN THE MATTER OF APPROVING THE CLEMANS, NELSON & ASSOCIATES, INC. PROPOSAL TO DEVELOP A PERSONNEL POLICY & PROCEDURES MANUAL FOR THE HURON COUNTY COMMISSIONERS AND THE HURON COUNTY DEPARTMENT OF JOB & FAMILY SERVICES

Harry Brady moved the adoption of the following resolution:

WHEREAS, the County maintains a Personnel Policy & Procedures Manual (PPM) to identify the current terms and conditions of employment and helps ensure fair, uniform, and consistent application of policies affecting employees. The PPM also provides procedures for complying with applicable laws regarding the employer/employee relationship; and

WHEREAS, the Human Resource Director recommends the Huron County Commissioners and the Huron County Department of Job & Family Services update their current PPM’s; and

WHEREAS, the County retains Clemans, Nelson & Associates, Inc. for assistance with management and/or fiscal consulting services in labor and employment; and

WHEREAS, Clemans, Nelson & Associates, Inc. has submitted a proposal to develop a Personnel Policy & Procedures Manual with an Estimated Project Cost of \$7,995.00; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the Proposal submitted by Clemans, Nelson & Associates, Inc. to develop an up-to-date Personnel Policy & Procedures Manual for the Huron County Commissioners and the Huron County Department of Job & Family Services, as attached hereto and expressly incorporated by reference herein; and further

BE IT RESOLVED, that the Huron County Commissioners and the Huron County Department of Job & Family Services will equally share the cost associated with the development of the PPM; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose said they had discussed this at last weeks’ meeting and thought that, with everything that has happened over the past few years, now was probably a good time for this review.

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

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

**Proposal on file*

21-354

IN THE MATTER OF APPROVING AGREEMENT BY AND BETWEEN THE HURON COUNTY BOARD OF COMMISSIONERS FOR THE HURON COUNTY DEPARTMENT OF JOB & FAMILY SERVICES AND OCSEA/AFSCME LOCAL 11, AFL-CIO CHAPTER 3900

Harry Brady moved the adoption of the following resolution:

WHEREAS, Huron County Job & Family Services and OCSEA/AFSCME, Local 11, AFL-CIO Chapter 3900 met to negotiate the January 1, 2022 – December 31, 2024 Collective Bargaining Agreement; and

WHEREAS, the Director of Job and Family Services has presented and recommends the Board of Commissioners adopt the OCSEA/AFSCME Collective Bargaining Agreement; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the OCSEA/AFSCME Collective Bargaining Agreement, effective January 1, 2022 – December 31, 2024, as attached hereto and expressly incorporated by reference herein; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose said JFS had wanted to reopen the contract and negotiate a few things. He heard it had been very successful.

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

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

**Agreement on file*

21-355

IN THE MATTER OF APPROVING REQUESTS FOR EXPENDITURE OF OVER \$1,000.00 SUBMITTED TO THE BOARD NOVEMBER 9, 2021

Harry Brady moved the adoption of the following resolution:

WHEREAS, requests for expenditures of over \$1,000.00 have been submitted for approval by the Board of Huron County Commissioners as follows:

Buildings & Grounds

Wolff Bros. Supply Inc.	Drinking water fountain (Auditor’s Ofc)	\$1,120.00	
			now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the requests for expenditure of over \$1,000.00 as listed above; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose explained they were replacing a water fountain that was no longer working and upgrading to one that had a water bottle filler on it.

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

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

21-356

IN THE MATTER OF APPROPRIATING FUNDS IN THE BOARD OF ELECTIONS SECURITY GRANT FUND #194

Harry Brady moved the adoption of the following resolution:

WHEREAS, the Board of Huron County Commissioners being in receipt of an Amended Certificate of Estimated Resources for the Board of Elections Security Grant Fund #194 in the amount of \$1.91; and

WHEREAS, it is the desire of this Board of Huron County Commissioners to appropriate these funds to the Board of Elections Security Grant Fund #194; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves of the appropriation as follows:

TO: 194-00475-194	Other Expenses	\$1.91	and further
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BE IT RESOLVED, that a certified copy of this resolution be sent to the Huron County Auditor and the department requesting the appropriation; and further

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

Terry Boose seconded the motion.

***Discussion:** Ms. Ziemba explained that, due to interest being received, they needed to appropriate those funds in order to disburse it back to the Secretary of State.

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

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

21-357

IN THE MATTER OF APPROVING AGREEMENT BY AND BETWEEN THE HURON COUNTY BOARD OF COMMISSIONERS AND MARETT SNOW REMOVAL, INC. FOR 2021-2022 SNOW REMOVAL

Harry Brady moved the adoption of the following resolution:

WHEREAS, Pete Welch, Director of Operations, recommends contracting for snow removal at the Huron County Facilities; and

WHEREAS, Marett Snow Removal, Inc. has expressed interest in providing snow removal/plowing for the County; now therefore

BE IT RESOLVED, that the Board of Huron County Commissioners hereby approves the Facilities Snow Removal Agreement with Marett Snow Removal, Inc. for the 2021-2022 winter season, as attached hereto and expressly incorporated by reference herein; and further

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

Terry Boose seconded the motion.

***Discussion:** Mr. Boose wanted to clarify that Marett was not plowing the roads. They would be plowing the parking lots at the County facilities. We will have our snow plow hooked up as a backup, with the salt spreader on it. Ms. Ziemba said our staff would be plowing during the day. The contract was only from 4:30 p.m. until 7:00 a.m.

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

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

**Agreement on file*

At 9:30 a.m. Jim Sitterly, Prosecutor, Victims’ Assistance budget. Mr. Sitterly was in to continue the discussion on the VOCA grant. There was a shortfall in the Title IV-D Grant. Mr. Sitterly explained the Prosecutor’s office looked at some line items. After those line items were transferred into Employee Salaries, they would still be short \$13,600. Mr. Boose asked them to put what they were asking for in writing – what line items, what the transfers were, and the balance the Board would need to transfer to them. Mr. Boose said they would do it next week, after Mr. Wilde was back and they could discuss it. Mr. Strickler was concerned that Ms. Mutchler could not be paid out of the VOCA grant this Friday, and wanted to move her to the General Fund. Mr. Boose told them to go ahead and pay it from VOCA. If necessary, the Board could transfer money from the General Fund after they discussed it next Tuesday.

IN THE MATTER OF TRAVEL

Harry Brady moved to approve the following travel request this day. Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

Art Mead, EMA, to Fremont, Ohio for FEMA Drill observation on November 16, 2021.

SIGNINGS – None.

OLD BUSINESS / NEW BUSINESS

Mr. Welch had sent an email update indicating they expected to receive the materials for the JFS roof.

Mr. Boose had a notice of a grant award to the Airport for \$22,000 in ARPA money. This was in addition to the \$61,000 they had received for CARES Act.

Clean bill at the jail inspection from the Department of Rehab and Corrections. Mr. Boose wanted to thank the employees of the jail for helping with this.

Huron County Budget Commission provided the figures the Board needs. Mr. Boose requested a copy of the make-up of the estimates.

Firelands Forward meeting tomorrow, followed by a small business roundtable.

Mr. Boose had received the Statehouse report. He reminded everyone that there had been talk about giving money to people who had Marks radio. At the time Huron County had asked that anything they do for Marks, they do for people with other equipment. Mr. Boose noted that HB478 was to provide funding for the acquisition of multi-agency radio communication systems, Marks equipment. This had been sponsored by Representatives Stein and Ray. Mr. Boose was very disappointed.

Mr. Boose stated they had received a request for ARPA money from Engineer Lee Tansey. At the very beginning it had been asked if ARPA funds could be used for lack of funds for fuel tax for mileage. They were told no. Now Mr. Tansey was asking for some of that money. Mr. Boose said, once again, anyone wanting to use ARPA money needs to give the exact part of the bill that allows it, or a letter from the federal Treasurer's office stating it was allowed. With no gray areas. In the email back to Mr. Tansey Mr. Boose would like to ask him if he was expecting to receive any money from the infrastructure bill that was just passed. Mr. Boose thought part of the reason for the infrastructure bill was because of loss of revenue.

Mr. Boose asked Ms. Ziemba if the final rules had come out. Ms. Ziemba stated it no longer says "interim final", but it didn't say "final" either. There was a notation that there will be a webinar: "*before the Project and Expense report was due, Treasury will provide a "detailed users guide and host webinars to assist recipients in entering their information into the Treasury's portal"*". Ms. Ziemba said the majority of the information she had received dealt with counties over 250,000 people.

At 10:15 a.m. Terry Boose moved to approve enter into Executive Sessions 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 and 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. Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

At 11:28 a.m. Harry Brady moved to end Executive Session ORC 121.22 (G)(2) & (3). Terry Boose seconded the motion. The roll being called upon its adoption, the vote resulted as follows:

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

At 11:29 a.m. the board recessed.

At 1:21 p.m. the board resumed regular session,

BUDGET DISCUSSION:

Mr. Boose suggested they start with **Capital Improvements**. Ms. Ziemba said last time they had ended with **030/Health and Vital Statistics**. She was still waiting on the letter with the actual commitment so they had used the same number as 2021.

Children's Services. Mr. Boose thought they had indicated they didn't need an increase, they could live with last year's number. Ms. Ziemba agreed that was correct.

Mr. Boose would like a general estimate of what an increase in salary would be at 3.5% and 5%. He would like to think about a 5% increase over the next couple months. Several departments had come in and mentioned how low the pay was. That, and the fact that it was hard to get people, he would like to think about taking a step to bring us closer to what other governments were paying.

Mechanic. Ms. Ziemba indicated he had increased Supplies, because he was always teetering on making it with the budget. Mr. Boose did not have a problem with that.

Veteran's/033. This was set by either federal or state law. Ms. Ziemba said they had asked if they could still handle the **Soldier's Relief fund/034**; they had not filled anything in for this. Ms. Ziemba had input last year's number, \$13,500. Mr. Boose said he was very happy with them taking over that account.

Public Assistance. This was JFS and had been calculated by Ms. Liebold. Mr. Boose was good with that number.

Jail. Mr. Boose said, with the major things they were asking for, he would like the interim be the same as last year.

Soil & Water. This was what they asked for.

Fair Board. This was what the County has always given them.

Insurance and Taxes. After discussion it was determined that there were no changes to this.

Miscellaneous/Other – 040. They had added a Contract Services line because of the New London tower project. Ms. Ziemba said we did not receive a bill this year, and they do not intend to send us a bill. The contract shows that we pay 2/7 of the maintenance each year. This includes the Commissioner's portion of \$2,000 and EMA's portion of \$2,000. Mr. Boose clarified that we pay 2/7 because there are seven people that use that tower. The Sheriff and EMA fall under the Commissioners, which was why we pay 2/7.

Other Expenses. Mr. Brady asked what **Other Expenses** was for. Ms. Ziemba said it had been explained to her that it was anything that benefits the County as a whole. It doesn't necessarily come from any one department's budget. For instance, they pay Schonhardt & Associates to do the indirect costs out of this account. Mr. Boose noted there were no changes at this time.

041. Mr. Boose said this was in case of emergency. A lot of time we look and see what the bottom line is. The difference between the bottom line and what we have as an estimate, that difference will go into **Contingencies.**

Inspection. Mr. Boose said this was for the audit. The Auditor asked us to leave it where it was.

Ditches. Ms. Ziemba said there was \$850 in this account in case someone filed a ditch petition. Mr. Boose explained there were fees involved with new ditches.

Airport. Mr. Boose would like to keep the \$10,000, but wanted to specify it can only be used for legal fees. Ms. Ziemba suggested adding another line for legal expenses. They will put the \$10,000 in there and leave **Other** at zero.

Planning Commission. Ms. Ziemba said they used to have about \$500 in there. Everything used to be mailed out ahead of the meetings.

County IT Department. After reviewing the budget it was not clear if the new data center had been included. Mr. Boose suggested Ms. Ziemba sit down and go through it with Mr. Riedy. Ms. Ziemba clarified they did not want the amounts for the data center included, they would like them separate.

099. Mr. Boose would like to hold off on discussing this until Mr. Wilde was back.

At 2:29 p.m. Harry Brady moved to adjourn. Terry Boose 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 November 9, 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 2:29 p. m.

Signatures on File