

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

The following were also in attendance: Vickie Ziemba, Administrator/Clerk; Randal Strickler, Assistant Prosecutor; Roger Hunker, Lyme Township Trustee/APEX; Shylee Greszler, Norwalk Ohio News.

**Meeting started at 10:45a.m. due to 9:00 a.m. support walk for Mental Health Month**

**At 10:45 a.m. Public comment – Roger Hunker, fair building update.** – He picked up a bid pack this morning from Contractors Design and gave it to Mr. Strickler to review. Hopefully by the end of the month at their executive meeting they are going to check it off and get ready to go to bid. Mr. Boose asked how the field trip was yesterday. Mr. Hunker said it went very well. Mr. Tkach attended from the Auditor's office.

**At 10:50 a.m. County Project Updates - Steve Minor, Building and Grounds Supervisor Report HVAC at 306B S Norwalk Rd – chiller & boiler & controls** – Mr. Minor reported they need to get some verifications for the controls, inclusion of pumps and warranty. Once this is complete both bids will be ready to be turned in. Mr. Brady asked if they received a complete bid on a chiller and boiler. He wants to be sure they have more than one bid. One was for just a chiller and did not have the boiler included. Mr. Minor said Mr. Welch would have the answers for this, however he is with MakSolve at Shady Lane and will be joining the board meeting shortly. Mr. Boose mentioned one of the bids can start immediately and has the equipment ready. The other cannot start for three to four months.

**Brady signage** - Mr. Minor said Brady Signs has not sent back anything yet. He asked them to make the sign like it is on the Administration Building. There will be four blocks and two will not have anything on them for further additions in the future. Mr. Boose thinks they need to sit down and speak to the contractor to be sure everyone is informed as to who is doing what. Ms. Ziemba said the contractor will be doing a change order. The cost will go down because they are not doing as much radius. Mr. Minor has received the quote, in the specifications, due to relocation they will need to pour new pads.

**Roof and entrance at 22 E Main. – in-house / Doors** – Mr. Minor strongly believes if approved by the commissioners they can do the repair work over the top of the entrance for the front doors at the Performing Art Center in-house. Mr. Minor asked the commissioners if they can replace it with white sheet metal and they would line up the light fixture holes with the flat parts of the metal. He does not think at this time the lights work, however they will fix them so that it is illuminated again. He would hire an electrician. He could use one sheet of ribbed barn siding and then trim it out. Mr. Brady thought they could use white aluminum soffit panels that are relatively flat. The decision was made to use white aluminum soffit panels. Mr. Minor will get Koch Aluminum MFG., Inc. and Capital Company lined up to do the doors plus the Treasurer's window and the Court House window. Mr. Boose reminded them that last week Mr. Wilde thought this could be an ARPA project because by the time they start adding the lights, soffit panels, two sets of doors, vestibule vinyl flooring and windows, the cost will escalate.

Mr. Boose said he was told the door at 12 East Main are sticking again. Mr. Minor reminded Mr. Boose that it is not just a door issue that would be structural engineering and Garman Miller would have to look at this. Ms. Ziemba said Garman Miller is supposed to be doing a contract. Mr. Boose thought they should create an ARPA project for new doors of both buildings and use the same materials to make them match. Mr. Minor said regardless, to put new doors in 12 East Main St. the pad needs to be replaced. The structural engineer is needed because of what is not underneath the doors. Mr. Boose said the project does not need to be completed until 2026 however, it must be under contract by end of year. In speaking with the structural engineer and the commissioners can replace the entry ways that instead of looking like 100 year old aluminum doors, they could get new doors and wait to put them in. Mr. Minor inquired if the doors would be aluminum and the Courthouse doors would be the darker frame. He said the Treasurer's door is silver and the Public Defender's door is silver so they will stay with a more modern silver.

**306 B S Norwalk Rd – dock doors** – Mr. Minor said expenses keep mounting at this building. The dock door needs to be replaced, the quote from Action Doors is \$8,000. Also, the one next to it is starting to break. Mr. Boose said the lease contract will need to be renegotiated at a higher monthly rate. The other bill was much less because Action Door repaired cables on the parking garage doors.

**At 11:09 a.m. Peter Welch, Director of Operations joined the discussion**

**306 B S Norwalk Rd** – Mr. Brady asked Mr. Welch about the quotes for the chiller and boiler at 306 S. Norwalk Rd. Mr. Welch stated there are only two contractors on the State Procurement list. Mr. Brady asked if they are getting bids from both contractors for the chiller/boiler systems with controls. Mr. Welch confirmed the quotes are for two chillers, two boilers and control systems. Mr. Welch has the quotes. He needs to review details with the contractors and he wants them to put a 10% contingency in their quotes to

make sure the commissioners have the money available from ARPA for anything that is missed. Mr. Boose asked if they had worked out what the ODOT grant would pay for. Mr. Welch confirmed the ODOT grant is going to be used mostly for interior floors and ceilings. The sidewalks were in the grant however, they were done ahead of time. Mr. Welch said Ms. Habig is handling this however he and Mr. Minor will assist them with finding contractors and quotes. After the floors and ceiling are done any remaining funding would be used for outside lighting & fencing for security.

Mr. Boose suggested at the next Thursday meeting they do another update reviewing all the projects discussed today to see if there is any money left to do more projects.

**Elevator & HVAC projects going on at the Administration Building** - Mr. Boose asked when the elevator project will be complete. Mr. Welch said he has been told that they are on schedule. The elevator goal is June 1<sup>st</sup>. The contractor is working every day. Mr. Welch reported Air Force One is working on the air handlers, estimated time of completion he did not know for sure however he felt they should be done by the end of next week.

**Roofs Downtown** - Mr. Welch said he sent an email to everyone stating the bid specifications will not be done until August. It will go out to bid the end of August. They will have enough time to go out to bid twice in case they do not like the first bids. Ms. Ziemba asked Mr. Welch if he saw the contract that Mr. Monnin sent for the re-roofing project. She said they gave direction to go with the \$70,000 cost. Mr. Welch had not seen it yet. Ms. Ziemba sent the contract to Mr. Strickler to review. It has not been signed yet.

**Parking lot behind 22 East Main Street downtown offices** – Mr. Boose asked for a progress report because he has spoken to both judges who would love to see this completed. Mr. Boose said Mr. Strickler was going to put together a resolution. Mr. Strickler confirmed he will get it done. Mr. Boose thought research needs to be done as to what signage the commissioners need i.e., the towing sign. The decision needs to be made as to whether or not they will have spaces limited to two-hour parking. Mr. Welch asked how many spaces would be limited two-hour parking. Mr. Boose said there are only three. He inquired if the contractor sealing the lot can also drill the holes for the sign posts and should this be done before or after the sealing. Mr. Wilde suggested every space needs a sign and/or assign each space by stenciling with paint. After discussion it was decided there should be a sign for every space. Mr. Minor will see what the options are, but stenciling may be most cost effective. Mr. Boose said these decisions will solve the problem they have been having with this parking lot. Mr. Wilde suggested a camera that will read license plates. Mr. Welch said there is a camera on the building.

**Shady Lane Project** – Mr. Welch said the asbestos survey is being done this morning for all buildings except the dog warden building. Mr. Boose asked for an update on the lot split and the covenant. Mr. Welch said BJAAM has not gotten back to him about the covenant. Mr. Boose said someone needs to work with the Engineer's office to get Mr. Tansey to survey the area. Ms. Ziemba will ask Mr. Tansey if he has done the survey for the lot split. Mr. Welch said the pre-approval has been submitted and he must wait for BUSTR to approve it. Once BUSTR approves it, Mr. Welch will submit the final request to them for final approval. Mr. Boose asked if the commissioners need to send a letter to the agency explaining the pre-approval has been submitted and due to a timing issue could you update the commissioners as to when we will hear from them. Mr. Welch said we should wait till the next week. He stated he had received an update during the meeting from Mr. Tansey who said it will be a few weeks yet before he can survey the lot.

***At 11:25 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 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  
Aye – Bruce Wilde*

***At 12:55 p.m. Bruce Wilde moved to End Executive Session ORC 121.22 (G)(1) and (3). Harry Brady seconded the motion. The roll being called upon its adoption, the vote resulted as follows:***

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

**REGULAR SESSION**

**THURSDAY**

**MAY 16, 2024**

**At 12:55 p.m.** Bruce Wilde moved to adjourn. Harry Brady seconded the motion. The meeting stood adjourned.

**IN THE MATTER OF CERTIFICATION**

The Clerk to the Board does hereby attest that the foregoing is a true and correct record of all actions taken by the Board of Huron County Commissioners on May 16, 2024.

**IN THE MATTER OF ADJOURNING**

The meeting was called to order at 10:40 a.m. With no further business to come before the Board, the meeting was adjourned at 12:55 p.m.

Signatures on File