

Minutes

August 10, 2023

Commissioners Present: Timothy Bechtol and Michael Pepple. William Bateson absent.

Also Present: Lynn Taylor, Cindy Land, Phil Johnson, Steve Wilson, Adam Witteman, Auditor Rauschenberg, Lizzy Essinger and Mary Ann LaRoche.

Commissioner Bechtol opened the meeting at 9:30 a.m. in the Commissioners' 1st floor conference room. The Pledge of Allegiance was recited. Minutes from the August 3, 2023 were read with Michael Pepple making the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Mike Pepple made the motion to approve the warrant journal for the week. Timothy Bechtol seconded. Motion passed 2-0. A travel request was approved for the Sheriff's Office. Payroll was approved for the Commissioner's Office and JFS. The June invoice to the MWCD was approved for \$41,767.91. This included permit fees to the City of Findlay for the NS bridge project.

The Clerk presented the following resolutions for consideration:

Resolution #527-23 – Authorizing payment of the listed and/or attached purchase orders. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #528-23 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to Hotel Motel Fund #8047. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #529-23 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to WPCLF #2202. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #530-23 – Advance of funds from the General Fund to Water Pollution Control Fund #2202. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #531-23 – Transfer of funds within the appropriation – Workforce Dev Fund #2105. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #532-23 – Transfer of funds within the appropriation – General Fund #1001. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Phil Johnson presented the following resolutions for consideration:

Resolution #533-23 – Authorizing reimbursement to Ten Star Enterprises, Inc. of the amount of three hundred twenty-five dollars for payment of the third quarterly grease trap cleaning pursuant to the parties' lease for real property located at 516 South main Street in Findlay, Ohio for 2023-2026. Phil explained that this is the third request for grease trap cleaning reimbursement to Ten Star per their lease agreement. The lease agreement states that expenses are to be \$1,200.00 per year and with this invoice they are well under that amount. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #534-23 – Authorizing entry into change order #1 to a contract with Xtreme Carpet Care, LTD d/b/a Xtreme Flooring Solutions for performance of removal and replacement of flooring in the hallway to the ladies' restroom in the Hancock County Courthouse. Phil stated that this change order was needed for additional repairs making the total contract price \$1,646.17. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0. Auditor Rauschenberg stated that the improvements to the restroom look wonderful.

Resolution #535-23 – Authorizing the acquisition of five (5) parking spaces in a lot located near 514 S. Main Street and authorizing the payment for those spaces. Phil stated that these spots are located in lot H and will be leased at a cost of \$2,100.00 for a year. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Phil Johnson stated that the next 2 resolutions listed on the agenda will not be presented today.

Resolution #536-23 – Authorization to solicit requests for proposals (RFP) from qualified engineering and/or design firms for design of a project within the plan year (PY) 2022 CDBG target of opportunity downtown revitalization project for completion of administrative and planning services. Lizzy Essinger stated that HRPC is unable to administrate this grant and all administrative costs would be covered through this grant. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Tim Bechtol inquired that Lot I is at Cory and Hardin Streets. Phil Johnson concurred.

Cindy Land requested an executive session in regarding lease negotiations.

Auditor Rauschenberg wanted to confirm that the next CAC meeting is Wednesday, August 16, 2023. A discussion was held regarding the credit card policy. Cindy Land explained that she is finishing the review of the updated Policy and Procedure manual and she will make it all one resolution to include the Credit Card changes effective October 3rd. Auditor Rauschenberg discussed the New Moms Act in regards to offering private rooms for nursing mothers. Auditor Rauschenberg recommended this be done sooner rather than later at the Courthouse. Tim inquired if a sink is required in the area and Cindy replied that it does not. A room is just needed with electricity and must be private. Tim indicated that he will look at a temporary fix. The option of using the Law Library was discussed. Charity also stated that Budget Commission hearings are coming up. A final schedule will be released soon. It appears that a reduction in local government funds revenue will be in the 2024 State budget.

Steve Wilson wanted to provide a follow up on the recent article written by Denise Grant regarding the gap in funding for the NS project. Steve said that he spoke to Denise a few months

ago and said that the construction should start in late 2023, but most likely in 2024. Steve meets bi - weekly with the Federal Rail Administration. Steve feels that a decision on the grant will be announced in September 2023. Norfolk Southern is waiting to finalize their costs until the Federal Rail Administration have confirmed their arrangement. Steve did not have specifics on the cost sharing as there is still communication with Norfolk Southern. Steve thinks that the cost estimated for the NS project will be around \$13 million and the rail road project will not affect the benching project. Furthermore, Steve stated that at the end of July, there was about \$6 million unencumbered in the Flood Mitigation Fund. Mike Pepple inquired if there were any more projects to be taken from those funds and Steve indicated that the benching project still needs to be considered in those funds. Also, the Huntington lot needs to be purchased. Steve stated that 2 years ago, the benching project was estimated at \$4 million. He expects that cost to be higher than that now.

At 10:05 a.m., the Commissioners participated in a joint conference call with Seneca County. Seneca County presented one resolution for approval as follows: Maintenance Assessments for collection in 2024 for the Seneca and Hancock Joint County Ditches maintained by the Seneca County Ditch Maintenance Program. The Lowery-Frankart and the Keckler- Coleman ditches were detailed. The resolution passed and a copy will be forwarded to Hancock County for our files.

Meetings and Reports

Mike Pepple stated that he attended the NWOCEA meeting in Sandusky on Tuesday. There was a discussion regarding the effective date of the increased bid threshold from \$50,000 to \$75,000.00. Cindy and Charity stated that everything they have read, October 3, 2023 is the effective date and not January 1, 2025.

Timothy Bechtol stated that he also attended the NWOCEA meeting. Tim stated that he is still able to work with the Henry County Commissioners to tour the CCNO location. Tim also attended via zoom the Deferred Comp meeting.

At 10:13 a.m., Tim Bechtol made the motion to enter into executive session in regards to lease negotiations. Michael Pepple seconded. A roll call vote resulted as follows: Tim Bechtol, yes; and Mike Pepple, yes. At 10:31 a.m., Tim Bechtol made the motion to exit executive session with no action taken. Michael Pepple seconded. Motion passed 2-0.

At 10:36 a.m., the Commissioners met with Randy Galbraith. Lynn Taylor, Adam Witteman, Phil Johnson, Cindy Land and Auditor Rauschenberg were also in attendance.

Tim Bechtol announced that a special meeting will be held on Monday, August 14, 2023 at 10:30 am.

Randy provided an update for JFS. Currently, there are 92 kids in care and 72 kids receive in home services. Tim inquired what the maximum number of kids can be fostered in one family. Randy stated 10 is the max. However, the average number of children in one foster family is 3-4. Randy stated that he is continuing the effort to promote foster family opportunities with the media. Mike Pepple was complimentary of the clean JFS audit. Their audit received a no findings review. The NET transportation contracts have been beneficial to JFS. Randy also

provided an update to the child care project in McComb. Randy also stated that the financials at JFS look great and Charity concurred.

Mike Pepple stated that he received an email wanting acknowledgement from the State of Ohio Cybersecurity Advisor for an opportunity that Bill Bateson was working on. Charity stated that she thinks that this was discussed at a Data Board meeting in June. Cindy also stated that she spoke to Tim Stuart and he confirmed that this is a good opportunity that he supports. There is no cost to the County, however this is something good to have in our bucket. Mike Pepple will respond to the email acknowledging that CyberOhio has provided an estimated grant allocation and initial value of the O-PCI program for the county.

Charity suggested that contact be made with First Insurance and/or Guardian Insurance to inquire if it against the contract for employees who choose to participate in Allstate Supplemental Benefits. Currently, there are about 50 employees who have Allstate benefits and if most of them retain their Allstate benefits, she is willing to process their monthly premiums in lieu of home billings. By doing payroll deduct, this allows for the pre-tax benefit to continue on those applicable products which is a benefit to the employees. Mike suggested that Christine Carrigan can call and inquire.

Tim provided an update to the construction of the new Judicial Center. Tim did attend the construction meeting at the site on Monday and things are going well. Tim stated that there was a request to install an alternate alarm system and Tim objected. He wants all systems to be compatible throughout the county. Charity concurred.


At 1:00 p.m., the Commissioners held a bid opening for the County Home Fire Suppression system. Lynn Taylor, Phil Johnson and Mike Thompson were in also attendance. One bid was received. The mail room was also checked and an envelope was received that appears is could be a bid. This will also be opened at this time. The bid from Vulcan was opened and a bid bond was included. Their bid amount was \$186,830.00. The envelope from Tanner Supply Co. was opened and it was not a bid for the Fire Suppression System. The bid will be reviewed by the Prosecutor's Office.

At 1:30 p.m., the Commissioner Bechtol met with Dan Sheaffer. Lynn Taylor, Cindy Land, Kevin Flanagan and Auditor Charity Rauschenberg were also in attendance. Tim stated that it's been several years since the Board has received an update from the Port Authority. Dan stated that he thought the last time an update was given was when Brian Robertson appointed Craig Kutschbach. Dan stated that 3 years ago, Jerry Arkbauer was in charge shortly thereafter, he retired. RFP's (request for proposals) were sent out for an administrator by the Toledo chapter who oversees the local Port Authority. It was decided to have the Economic Development Office oversee the local Port Authority for the foreseeable future. Therefore, Dan has been the main contact/administrator in addition to his responsibilities as Economic Development Director. It has been rewarding and challenging. With that said, there is now another RFP sent out for an administrator for our local Port Authority as Dan will not be doing double duty. The Economic Development Office is the driver of most of the Port Authority projects currently in the pipeline. For example, the current situation with Lincoln School is because of the Port Authority. Dan advised the Board that one of the required seats expires on June 30, 2023 and it needs to be filled. A board seat appointed by the City also expired June 30, 2023. Mike Pepple advised that he received a letter from an interested community member to serve on the Port Authority board. The Board will follow up with this individual.

At 3:00 p.m., the Commissioners meeting was reconvened. Lynn Taylor, Phil Johnson and Lizzy Essinger were in attendance.

Phil Johnson presented the following resolution for consideration:

Resolution #537-23 – Authorization pursuant to the request of Hancock Regional Planning Commissioner (HRPC) to authorize Great Lakes Community Action Partnership to provide administrative services related to the Lead SAFE Ohio Grant program, and further authorizing execution and delivery of a letter related to the program. Lizzy explained that up to \$655,000 is available via a grant to the County for lead prevention or the effects of lead prevention in homes. This will be administrated by GLCP (Great Lakes Community Partnership) who administrates another of HRPC's grants. It would be possible that mutual clients can be served from both grants. Michael Pepple made the motion to approve, Timothy Bechtol seconded. Motion passed 2-0.


Lynn Taylor, Clerk

Reviewed and approved by:

Absent
William L. Bateson


Timothy K. Bechtol


Michael W. Pepple



Randall L. Galbraith, Esq., Director

Commissioner's Report – August 10th, 2023

1) CPSU Financials

Balance Brought Forward (end of December 2022 placement:	(1,031,842.47)
2023 YTD Foster Care Placement	1,437,942.21
YTD Shared Placement Costs	-
ADAMHS and Juvenile Court Share	-
SCPA and Title XX used for shared	-
YTD Adoption (county share)	52,138.53
IV-E Reimbursement for Placements	(449,054.54)
Title XX Reimbursements for Placements	(76,476.01)
SS & Child Support	(61,038.45)
MSY Reimbursement (May)	-
MSY Reimbursement	-
SCPA SFY23 used for foster care services	-
Levy funds received	(984,699.07)
30-Days to Family Salary, Benefits, & Shared Costs	48,702.78
Balance	(1,064,327.02)

2) Single Audit Results

- No findings or exceptions

3) NET Transportation Contracts

- Exceeding expectations
- Need to increase revenue with the Budget Commission

4) Child Care Update

- McComb Project
- Community Data Project
- Recruitment Fair on August 15th at 6:00PM – Owens CC

Providing Help Today and Building Hope for Tomorrow

PLACEMENTS SUMMARY STATEMENT *

Hancock County Job & Family Services

Providing Help Today and Building Hope for Tomorrow

7814 County Road 99
Findlay, OH 45840

DATE: 8/9/2023

To:
Honorable Board of Hancock County Commissioners
300 S. Main Street
Findlay, OH 45840

MONTHLY TOTALS **	Foster Placement	Shared Placements	Adoption	IV-E	Other reimb	Total County Owed
January	245,602.48	-	6,753.94	(85,084.17)	(34,692.07)	132,580.18
February	219,111.68	-	6,990.62	(76,094.47)	(34,541.28)	115,466.55
March	238,515.17	-	7,134.16	(84,343.87)	(29,765.90)	131,539.56
April	246,187.56	-	7,588.24	(75,837.67)	(18,918.92)	159,019.21
May	263,463.62	-	7,718.63	(65,837.17)	(11,049.51)	194,295.57
June	225,061.70	-	7,718.63	(61,857.19)	(8,546.78)	162,376.36
July	-	-	8,234.31	-	-	8,234.31
August	-	-	-	-	-	-
September	-	-	-	-	-	-
October	-	-	-	-	-	-
November	-	-	-	-	-	-
December	-	-	-	-	-	-
TOTAL	1,437,942.21	-	52,138.53	(449,054.54)	(137,514.46)	903,511.74
					Bal brought fwd	(1,031,842.47)
					County Paid	
					MSY	-
					MSY	-
					SCPA Applied	-
			Levy funds	February	-	-
			Levy funds	February	-	-
			Levy funds	March	(984,699.07)	(984,699.07)
			Levy funds	April	-	-
			Levy funds	August	-	-
			Levy funds	September	-	-
				January	3,799.07	3,799.07
				February	5,363.80	5,363.80
				March	7,736.43	7,736.43
				April	11,054.52	11,054.52
				May	5,356.46	5,356.46
				June	5,356.48	5,356.48
				July	10,655.80	10,655.80
				August	-	-
				September	-	-
				October	-	-
				November	-	-
				December	-	-
				TOTAL REC'D	(935,996.29)	(935,996.29)
				Balance	(1,064,327.02)	(1,064,327.02)

Job Data to Family Personnel Exp

NET BALANCE DUE (1,064,327.02)

* Detailed placement log report available upon request.

** Includes invoices and reimbursements known as of date of report.

All expenses and receipts will be recorded in month accrued/obligated, even if received at a later date.



Hancock County Job & Family Services

Children's Protective Services Unit July 2023

Total Number of reports Received:	
March 2023	160
April 2023	158
May 2023	160
June 2023	113
July 2023	105
Screened In/Out	
March 2023	IN= 39, OUT= 121
April 2023	IN= 36, OUT= 122
May 2023	IN= 42, OUT= 118
June 2023	IN= 26, OUT= 75
July 2023	IN= 37, OUT= 66
Breakdown of case Type Screened In:	
March 2023	TR= 15, AR= 20, FINS= 3, Dependency= 1
April 2023	TR= 11, AR= 18, FINS= 6, Dependency= 1
May 2023	TR= 14, AR= 20, FINS= 5, Dependency= 3
June 2023	TR= 8, AR= 16, FINS= 1, Dependency= 1
July 2023	TR= 12, AR= 19, FINS= 6, Dependency= 0
Total Number of Kids in Care at months end	
March 2023	98
April 2023	97
May 2023	97
June 2023	96
July 2023	92
Breakdown of <u>Current</u> Placements (92 + 2 AWOL)	
Family Foster Home	40
Adoptive	1
Kinship Placement	31
Group Home	10

Residential	10
Hospitalization	0
AWOL*	2
Total number of Children Entering Care/Exiting Care	
March 2023	Enter= 7, Exit= 8
April 2023	Enter= 5, Exit= 6
May 2023	Enter= 3, Exit= 4
June 2023	Enter= 5, Exit= 6
July 2023	Enter= 6, Exit= 10
Total number of Children Receiving In-Home Services	
March 2023	81
April 2023	85
May 2023	91
June 2023	79
July 2023	72

TR- Traditional Response
AR- Alternative Response
FINS- Family in Need of Services
AWOL- Absent without leave