

## Minutes

December 19, 2023

Commissioners present: William Bateson, Timothy Bechtol and Michael Pepple.

Also Present: Alec Helms, Cindy Land, Phil Johnson, Adam Witteman, Steve Wilson. Kenzie Tucker and Lou Wilin from the Courier

Commissioner Bateson opened the meeting at 9:30 a.m. in the Commissioner's 1st floor conference room. The Pledge of Allegiance was recited. Minutes from the December 5, 2023 meeting were read with Michael Pepple making a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

The Commissioners signed two ARPA checklist. One for the McComb Childcare Project and one for the McComb to upgrade their radio systems to be compatible with the Sheriff's office.

The Assistant Clerk presented the following resolutions for consideration:

Resolution #946-23 – Authorizing the payment of the listed and/or attached Purchase Orders. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #947-23 – Transfer of funds within the appropriation-General Fund #1001-Veterans. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #948-23 – Transfer of funds from Indigent Defense to General Fund (December 2023 \$1,161.72). Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #949-23 – Transfer of funds within the appropriation - Sanitary Landfill Fund #5042. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #950-23 – Transfer of funds within the appropriation – General Fund #1001. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #951-23 – Transfer of funds within the appropriation – Job & Family Services #2015. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #952-23 – Additional appropriation within the Auditor's certification - Commissioners to appropriate to Local Fiscal Recovery Fund 2241. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #953-23 – Transfer of funds within the appropriation – Litter Landing #5069. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #954-23 – Transfer of funds within the appropriation – General Fund #1001- Sheriff. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #955-23 – Transfer of funds between funds General Fund #1001 to Capital Projects – Sheriff #4185. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Cindy Land presented the following resolutions

Resolution #956-23 – Contract for professional engineering and environmental services for a 2024 Phase 3 planning and construction package between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0111. Cindy Land stated the next 10 resolutions are all the yearly contracts entered into with Mannik & Smith for work at the Landfill. This contract is for \$50,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #957-23 – Contract for professional engineering and environmental services for 2024 Borrow area characterization between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0112. Cindy Land stated this contract is for \$60,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #958-23 – Contract for professional engineering and environmental services for 2024 Phase 3 construction management and CQA services between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0113. Cindy Land stated this contract is for \$275,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #959-23 – Contract for professional engineering and environmental services for 2024 Phase 2 Lift 2 GCCS construction plans between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0114. Cindy Land stated this contract is for \$15,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #960-23 – Contract for professional engineering and environmental services for 2024 Phase 2 Lift 2 GCCS construction oversight between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0115. Cindy Land stated this contract is for \$50,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #961-23 – Contract for professional engineering and environmental services for 2024 landfill consulting services between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0116. Cindy Land stated this contract this contract is made up of 4 separate tasks, General Consulting Services for \$13,000.00, Landfill Annual Operations Report for \$18,000.00, Air Pollution Permitting and Reporting for \$22,000.00 and Explosive Gas Monitoring Program for \$30,000.00. The total contract is for \$200,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #962-23 – Contract for professional engineering and environmental services for 2024 gas collection/control system coordination between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0117. Cindy Land

stated this contract is for \$75,000.00. This contract is being entered into in 2024 but will have charges in 2024, 2025 and 2026. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #963-23 – Contract for professional engineering and environmental services for 2024 SWMD 5-year plan update between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0118. Cindy Land stated this contract is for \$55,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #964-23 – Contract for 2024 SWMD annual district report for 2023 services between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0119. Cindy Land stated this is different than resolution 961-23. That resolution was for consulting service for the Landfill and this is for consulting services for the entire SWMD. This contract is for \$10,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #965-23 – Contract for professional engineering and environmental services for 2024 groundwater monitoring services between the Mannik & Smith Group, Inc., consultants and the Board of Hancock County Commissioners work order No. H1010077.0120. Cindy Land stated this contract is for \$99,400.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Commissioner Bechtol asked if these contracts are set up as “not to exceed” and if they often come in under the quoted price. Cindy Land confirmed they are “not to exceed” contracts and Steve Wilson confirmed they do often come in under price.

Resolution #966-23 – Resolution Authorizing disposition of the surplus of funds in the Hancock County Dog and Kennel Fund. Cindy Land stated the money in this fund is used for Dog Licenses each year. At the end of the year if there is an excess of what is estimated to be used for next year the ORC states it can be donated to qualified Humane Society. The Hancock County Humane Society is considered eligible to receive the funds. The excess amount is \$9,995.41. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #967-23 – Resolution authorizing county departments to use credit cards under the current credit card policy. Cindy Land stated that back in November the Commissioners adopted a new credit policy based on the change in the ORC. The clerks requested each department’s authorized users and compiled the list attached to the resolution. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Phil Johnson presented the following resolutions:

Resolution #968-23 – Authorizing the rescission of the authorizations within Resolution No. 667-23, which authorized entry into a contract with Basol Maintenance Service, Inc., 1333 Trenton Ave., Findlay, Ohio, for janitorial services for 514 S. Main, Public Defender Offices, and Board of Elections offices for the 2024 calendar year. Phil Johnson stated this resolution and the next work in tandem. The board previously approved entering into contract for cleanings services at various county buildings. Basol has provided us a letter stating they are ceasing

operations as of December 31<sup>st</sup>. This resolution is making that contract null in void. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #969-23 – Authorizing the entry into a contract with J & B Cleaning Services, LLC, of Findlay Ohio, for janitorial services for 514 S. Main, Public Defender offices, and Board of Elections offices for the 2024 Calendar Year. Phil Johnson stated that J & B was contacted about servicing the downtown buildings. They currently have the contract for the properties on County Road 140. This contract is for \$24,144.00 per year. That is about \$8,000.00 less than the previous contract. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Phil Johnson requested an executive session in regards to potential real estate lease, sale and purchase.

Adam stated for the ARPA checklist for the McComb radios, he is still waiting on the wording from the consultant.

Steve Wilson stated he received an email that there has been an underground tank found on a property the Commissioners own. There have been two quotes received to remove that. One from CEC and one from CT consultants. CEC was the lower bid. He would like to recommend moving forward with CEC to remove the tank. There have also been some potential artifacts found on the Meeks Court property like the ones found on Clinton Court last year.

### **Meetings/Reports**

Michael Pepple attended the ADAMHS Coalition on Addiction meeting on Friday where they went over their year review. This morning he attended the Habitat for Humanity Past Presidents Breakfast.

Tim Bechtol attended the Wreaths Across America ceremony at Maple Grove Cemetery. He stated Commissioner Bateson did a very fine job with his remarks.

There was a discussion between Commissioner Bechtol and Lou Wilin on who is responsible at the paper for creating the titles of published letters to the editor.

William Bateson attended the Wreaths Across America ceremony on Saturday. He stated it had a great turn out. Yesterday he attended the ADAMHS Community Awareness program. This morning he attended the Ag Committee meeting where the sausage sale was discussed.

At 10:07 a.m., William Bateson made a motion to enter into executive session in regards to potential real estate lease, sale and purchase. Timothy Bechtol seconded. A roll call vote resulted as follows: William Bateson, yes; Timothy Bechtol, yes; Michael Pepple, yes;

At 10:32 a.m., William Bateson made a motion to come out of executive session, in regards to potential real estate lease, sale and purchase with no action taken. Timothy Bechtol seconded. Motion passed 3-0.

At 10:32 a.m., the Commissioners met with Bluffton Mayor Rich Johnson, Administrator Jesse Blackburn and Assistant Administrator Bryan Lloyd. Also present was Alec Helms and Cindy

Land. Jesse Blackburn stated that Grob is the biggest employer in Bluffton and they want to add more. They have proposed additions of buildings and jobs. The size of the facility is already causing some traffic issues and that will only get worse with the additions. They have already been working with Economic Development, the Department of Development and the ODOT. It has been determined they would like to have a roundabout put in. See attached plan. In order to do this, they will need to annex the area around the roundabout. They have spoken to Orange Township about a revenue sharing agreement and the property owners that will be annexed. There were discussions on the funding, the revenue sharing agreement to be put in place with Orange Township and the timeline for the project.

At 11:00 a.m., the Commissioners met with Mike Thompson for a maintenance update. Also present was Alec Helms, Christine Carrigan, Cindy Land and Phil Johnson. Mike provided the following updates:

- The Ag roof has had no movement and we will probably need to wait till spring now.
- The BMV roof square footage has been determined and the leaking areas have been sealed for now.
- The Justice Center roof leaks have been found and sealed and the company we found to paint the roof is working on the report now.
- We have found a company to look at the Justice Center gutters. They have given us a quote of \$16,500.00 to have 2 guys spend 5 days removing sections of the gutters and patching them where needed.
- The Justice Center hot water tanks have been replaced and the remediation to be done by Servepro is to start next week.
- He met with RCM at the JFS building to look at the electrical panel for their work they are doing.
- He spoke to Tim Stuart this morning and he is working on getting the quote for the IT wiring at the JFS building.
- The sidewalks at the JFS building have shifted and we will need to get those taken care of before the building opens back up.
- Toni is supposed to be back to take over the Courthouse cleaning on the 26<sup>th</sup>.
- Mike provided information on where he is with filling open maintenance positions.
- The heat for the current Juvenile Court building is not working properly and he is having trouble finding someone who works on those types of systems. Once someone looks at it he will look to get it fixed right away.
- Volcan has been out to the County Home to take a look at the fire suppression system.
- We are still waiting on the insurance to approve having the fence at the courthouse repaired where it was hit by a car. The estimated cost is \$8000.00.

There were discussions on the options for putting a surge protector in the Courthouse for the alarm panel, the timeline of the new radio tower on County Road 140 and the boilers to be installed at the new Judicial Center.

Respectfully submitted,



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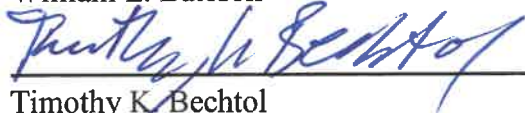
Alec Helms, Assistant Clerk

Reviewed and approved by:



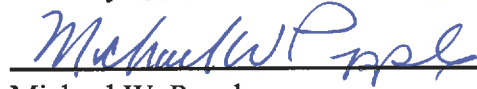
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William L. Bateson



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Timothy K. Bechtol



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Michael W. Pepple

## Village of Bluffton & Orange Township

### 2024 Annexation Project - S.R. 103 at Navajo Drive Roadway Improvements

Village of Bluffton proposes to enter into an agreement with Orange Township for the annexation of the 5 parcels shown below by paying \$2,500 in 2024 (which is more than five years of revenue lost from annexation) along with paying 2.8 mills of value on each parcel for the next 15 years. This 2.8 mills of revenue from Bluffton is restoring the 2.3 mills lost in annexation plus another .5 mil.

	Current Revenue	Post Annexation Revenue	Proposed Revenue - 15 yr	Annual payment from Bluffton \$	550.24
	3.6 mills	1.3 mills	4.1 mills - Bluffton pays 2.8 mills		
Parcel 1	\$ 71.32	\$ 25.68	\$ 81.23		
Parcel 2	\$ 92.29	\$ 33.22	\$ 105.10		
Parcel 3	\$ 190.14	\$ 68.45	\$ 216.55		
Parcel 4	\$ 285.29	\$ 102.70	\$ 324.91		
Parcel 5	\$ 67.41	\$ 24.27	\$ 76.77		
	\$ 706.45	\$ 254.32	\$ 804.56		

\*payment is based on current value - subject to change

Orange Township Revenue <sup>-proposed</sup>	
Year 1 Payment	\$ 2,500.00
15 yr. payments	\$ 8,253.60
Bluffton Payments---	\$ 10,753.60
1.3 mills remaining	\$ 3,814.83
<b>TOTAL 15 YR REVENUE</b>	<b>\$ 14,568.43</b>



#### Proposed Terms

- \* \$2,500 paid once annexation is completed
- \* 2.8 mills paid once Bluffton starts to receive millage from Annexation



**S.R. 103 AT NAVAJO/POCONO DRIVE - TRAFFIC CONGESTION  
VILLAGE OF BLUFFTON, OHIO  
CONCEPTUAL PLAN - ROUNDABOUT**

SIDNEY, OHIO 937.497.0200  
LOVELAND, OHIO 513.239.8554

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REVISIONS:
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DATE:
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1 OF 1