

## Minutes

July 13, 2023

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

Also Present: Christine Carrigan, Cindy Land, Phil Johnson, Charity Rauschenberg, Adam Witteman, Doug Cade, Steve Wilson and Tim Stuart.

At 9:25 a.m., The Commissioners had a telephone conference with Wood County regarding Joint County Ditch Maintenance. Wood County prepared two resolutions for joint ditches for approval as follows: Resolution 23-00916 Frank Funk #32-A Joint County Ditch, David N. Clark #2329 Joint County Ditch and Cloyce Wells #2338 Joint County Ditch. Resolution #23-00917 Rocky Ford Branch #2200RF Joint County Ditch, Middle Branch #2200MB Joint County Ditch, Rader Branch #2200RB Joint County Ditch, Village of Bloomdale #2225 Joint County Ditch, Bloomdale #2277 Joint County Ditch, Glen Rader #2319 Joint County Ditch, James W. Sterling #2377 Joint County Ditch, Portage Township Trustees #2403 Joint County Ditch and Paul E, Rader #2449 Joint County Ditch. Both resolutions passed and a copy will be forwarded for our files.

Commissioner Bechtol opened the meeting at 9:30 a.m. in the Commissioners' 1<sup>st</sup> floor conference room. The Pledge of Allegiance was recited. Michael Pepple made the motion and Timothy Bechtol seconded to approve Commissioner Bechtol's authorization of two warrant journals and Resolution #434-23 at the July 6, 2023 meeting, pursuant to Resolution 421-23. Commissioner Bateson and Pepple were not present at that meeting. Motion passed 2-0. Minutes from the June 29, 2023, meetings were read with Michael Pepple making a motion to approve, Timothy Bechtol seconded. Motion passed 2-0. Minutes from the July 6, 2023, meeting with no quorum was signed by the Commissioners.

Michael Pepple made the motion and Timothy Bechtol seconded to approve the Warrant Journal. Motion passed 2-0. Michael Pepple made the motion for Commissioner Bechtol's signature on the Form 720 Quarterly Federal Excise Tax Return. Motion passed 2-0. The Commissioners approved the Maumee Watershed Conservancy District expenses in the amount of \$4,617.10 dated July 3, 2023. In addition, the Commissioners approved the Hancock County Auditor Fund Report dated June 30, 2023, payroll for Job & Family Services, payroll for the Commissioner's staff, two travel requests for the Public Defender's office, a travel request for Litter Landing and two travel requests for the Engineer's office. The Commissioners authorized the Board of Elections to pay a \$40.00 late fee and \$2.36 finance charge to Fifth Third for their credit card.

The Assistant Clerk presented the following resolutions for consideration:

Resolution #435-23 – Authorizing the payment of the listed and/or attached Purchase Orders. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #436-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to Ditch Maintenance 2004. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #437-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to Board of Developmental Disabilities Capital Projects Fund 4149. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #438-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to OPWC Fund 4076. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #439-23 – Repayment of advance from Brownfield Fund 2195 to the General Fund. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #440-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to Targeted Community Alternatives to Prison #2231. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #441-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to Community Corrections Comp Plan #2089. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #442-23 – Transfer of funds within the appropriation - General Fund - Common Pleas Court. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #443-23 – Additional appropriation within the Auditor's certification - Commissioners to appropriate to the General Fund 1001. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #444-23 – Repayment of advance from COPS Universal Hiring Grant Fund #2160 to the General Fund. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #445-23 – Transfer of Hancock County Solid Waste Management District Tier Disposal Fees to the Tiered Disposal Fee Fund 5109. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #446-23 – Additional appropriation - within the Auditor's certification - Commissioners to appropriate to MV & GT Fund 2002. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #447-23 – Transfer of funds within the appropriation - Job & Family Services #2015. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #448-23 – Transfer of funds within the appropriation - Workforce Dev Fund #2105. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #449-23 – Transfer of funds from the Housing Trust Fund to the General fund (2ND Quarter Fees 2023) - \$776.84. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #450-23 – Advance of funds from the General Fund to Special Improvement Fund #4005. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Cindy Land presented the following resolutions for consideration:

Resolution #451-23 – Setting hearing dates for the proposed amendment and revision of the Hancock County Access Management Regulations by The Board of Hancock County Commissioners in accordance with the provisions of Ohio Revised Code, Section 5552.06. Cindy stated there is a requirement to have two hearings and two published public notices. The hearing dates are scheduled for August 24, 2023 and August 31, 2023 at 11:00 a.m., in the Commissioner’s meeting room. On the last hearing date, the Commissioners can act to adopt or modify the regulations. The regulations will be available to be viewed at the Commissioner’s office and the Engineer’s office. Requested copies of the regulations will be made available by email and mail. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #452-23 – Authorizing the Hancock County Commissioners to enter into the 2023/2025 Subgrant Agreement with the Ohio Department of Job and Family Services (ODJFS) and the Ohio Department of Medicaid (ODM). Cindy stated this a standard agreement we do every year. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #453-23 – Resolution authorizing approval and execution of contract with The Shelly Company, of Findlay, Ohio for completion of the Hancock Cooperative OPWC Resurfacing 2023 Project. Cindy stated every year there is an OPWC Resurfacing project. The OPWC is a combined project including the County, Townships and Villages. The total cost of the project is \$1,796,433.40. Nine hundred, twenty-nine thousand, five hundred seventy-eight dollars relates to work to be done on county roads. The OPWC grant will fund \$444,477.00, leaving \$485,101.00 to be funded through the MV & GT fund. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #454-23 – Authorizing the Hancock County Commissioners to approve an amendment to the agreement between the Hancock County Job and Family Services and Harbor, to provide Comprehensive Case Management Employment Program (CCMEP) WIOA Youth Funded Activities Services. Cindy stated the contract from last year has an option to renew for an additional year at a cost of \$120,000.00. JFS has decided to exercise the renewal option. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #455-23 – Authorizing the Hancock County Commissioners to approve an amendment to agreement between the Hancock County Job and Family Services and Capabilities, LLC, to provide Comprehensive Case Management Employment Program (CCMEP) WIOA Youth Funded Activities Services. Cindy stated JFS has decided to exercise the option of the one-year renewal for this contract. This will add an additional \$60,000.00 to the original cost. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #456-23 – Authorizing the Hancock County Commissioners to approve an amendment to the agreement between the Hancock County Job and Family Services and The Learning Professionals, LLC, to provide Comprehensive Case Management Employment Program (CCMEP) WIOA Youth Funded Activities Services. Cindy stated JFS has decided to exercise the option of the twelve-month additional term

for \$75,000.00. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Phil Johnson presented the following resolutions for consideration:

Resolution #457-23 – Authorization for the acceptance of a donation of a certain 2015 Honda Odyssey used vehicle for the use of the Hancock County Department of Veterans Services. Phil stated this wheelchair accessible vehicle is coming to us as a donation from the JoAnn Reeds Memorial ALS Trust. There is a provision of \$500.00 to cover the cost of titling and registration fees. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0. Both Commissioners expressed their appreciation for the donation.

Resolution #458-23 – Authorizing the solicitation of bids for completion of installation and set-up of new information technology hardware and software for use in the Hancock County Computer and Technology System. Phil stated there may not be a need to go through the bidding process. With shortened meeting schedule and time elements on receiving pricing he feels it is a good idea to go ahead and authorize the solicitation of bids. If it becomes necessary to solicit for bids then it is already authorized. Tim Stuart stated this is specific to the County's website and ADA compliance. Commissioner Pepple inquired about the estimated cost. Phil stated as been submitted to us it is around \$75,000. Discussion took place regarding the bid threshold amount changing from \$50,000.00 to \$75,000.00. Doug stated the new threshold amount will go into effect July 3, 2023. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #459-23 – Authorizing the solicitation of bids for the demolition of structures located at 922 Fox Street, 927 (or 926) Fox Street, and 0 Fox Street in the City of Findlay, Ohio. Phil stated this resolution will authorize solicitation of bids for the demolition of the structures on the properties that will be purchased in a couple of days. Michael Pepple made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Phil Johnson requested an executive session in regards to potential real estate acquisition and pending litigation.

Cindy stated in the massive budget bill that just passed there is a provision that allows counties to create their own policies for credit card usage. Cindy would like to create a new policy. Charity stated we will need to emphasize that budgetary law still needs to be followed. Commissioner Pepple shared Huntington Bank's new credit card policy for counties. He will forward the information to Cindy and Charity. Discussion took place regarding procurement cards, internal controls for credit card usage and credit card late fees. Cindy will prepare a sample credit card policy for review. Discussion also took place regarding establishing an umbrella Amazon account for all of the county departments to use.

Tim Stuart shared that the Landfill's credit card system will go live today.

Auditor Charity Rauschenberg stated that the 2022 audit is being finalized and the State Auditor's office has approved. The courthouse parking lot has been a revolving door. People are coming in to pay their taxes. They will be reaching out to Amazon to get the umbrella account set-up.

Engineer Doug Cade stated they are cooperating with nine different entities with the OPWC grant. They are paving about 19.2 miles of road. Cost for paving has greatly risen. The OPWC program is very much needed for all the Villages, Townships and County. Commissioner Bechtol explained his reason for requesting an ODOT contact from Doug.

### Meetings/Reports

Michael Pepple attended the CAC meeting. Some highlights of the CAC meeting were discussed. Tim inquired if there is any interest from the committee to tour the Stryker facility. Cindy suggested a date to tour the facility be presented at the next CAC meeting. Commissioner Pepple inquired on the status of the fiber loop. He has been trying to reach the Ohio State Development person by email, but he is not responding back. Charity and Tim Stuart gave an update, shared the timeline for the project and suggested Mike continue to reach out for grant funding for 2023. Charity inquired if the placement of the tower is going to be adjusted. Commissioner Pepple stated Engineer Cade is not in favor of moving it.

Timothy Bechtol met with Chris Oaks from WFIN to speak about the ground breaking of the new Judicial Center and the start of the project on his morning show. Commissioner Bechtol also met with Amber Clason from RCM Architects to discuss furniture packages for the new Judicial Center. Commissioner Bechtol is planning to meet with all of the end user groups to discuss the existing furniture that will be moved to the new Judicial Center and the furniture that will need to be purchased. Discussion took place regarding the process to purchase the new furniture. Commissioner Bechtol stated they confirmed the stone and brick colors for the new Judicial Center.


Auditor Charity Rauschenberg discussed the changes that are being made to the indigent defense reimbursement. The Ohio Public Defender's office is going to a tier process for reimbursement based on what counties submit for reimbursement. She also reminded the Commissioners to watch the General Fund balance due to moving the funds out for the Judicial Center. In addition, Charity requested an ARPA meeting be scheduled in September to discuss the status of projects that are being funded with ARPA funds. Charity is trying to line-up county department budget commission meetings and county departments with levies budget commission meetings all on the same day so the Commissioners can attend all of the meetings.

At 10:54 a.m., Timothy Bechtol made a motion to enter into executive session in regards to potential real estate acquisition and pending litigation. Michael Pepple seconded. A roll call vote resulted as follows: Timothy Bechtol, yes; Michael Pepple, yes. At 11:17 a.m., Timothy Bechtol made a motion to come out of executive session, in regards to threatened litigation, potential property lease and potential property acquisition with no action taken. Michael Pepple seconded. Motion passed 2-0.

At 11:20 a.m., The Commissioners met with Mike Thompson. Christine Carrigan and Phil Johnson were also present. Mike presented to the Commissioners three quotes for the Ag Building air conditioning repair. He presented two quotes for the Ag Building roof repair. Phil will prepare resolutions for these repairs for next Thursday. Mike stated another grinder pump had to be replaced at Hickory Lane. He requested permission to order two more grinder pumps. Christine provided an update of the contractor letter that was sent out regarding the Hickory Lane grinder pumps. Mike stated that most of the backflows have been tested. There is one at the courthouse and one at JFS that will need to be replaced. Mike stated that during the drywall remediation at the jail there was a leak discovered on the main water line. He

contacted Bowers to come in and repair the leak. The water should only be off for about two hours. Commissioner Bechtol requested Mike check out the back door at 514 S. Main St. Discussion took place regarding maintenance staffing. Mike provided a status update of maintenance projects to Phil. Phil inquired if there is going to be a need for Jezerinac to be used in the future. Commissioner Bechtol stated only if the Wood County Building Inspector will need information from him. Discussion took place regarding the BMV painting project. Phil inquired with Mike if he has heard of any problem with the floor at the BMV building. Mike will reach out to Matt regarding the flooring issue.


Respectfully submitted,

  
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Christine Carrigan, 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