

Minutes  
November 27, 2018

Commissioners Present: Brian Robertson, Timothy Bechtol, and Mark Gazarek

Also Present: Lucinda Land, Adam Witteman, Steve Wilson, and Doug Jenkins.

Commissioner Robertson opened the meeting at 9:30 a.m. in the Commissioners' 1<sup>st</sup> floor conference room. The Pledge of Allegiance was recited. Minutes from the November 20, 2018 meeting were read with Timothy Bechtol making the motion to approve, Brian Robertson seconded. Motion passed 2-0, Mark Gazarek abstained.

The Clerk presented the following resolutions for consideration:

Resolution #787-18 – Authorizing payment of the listed and/or attached purchase orders. Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #788-18 – Transfer of funds from Indigent Defense to General Fund (October, 2018) - \$1,914.03.

Resolution #789-18 – Transfer of funds within the appropriation-Dog & Kennel.

Resolution #790-18 – Transfer of funds within the appropriation-Mapping.

Resolution #791-18 – Transfer of funds within the appropriation – Board of Elections.

Resolution #792-18 – Transfer of funds from Job & Family-General Office to Children Services.

Resolution #793-18 – Transfer of funds from Job & Family-General Office to Children Services.

Resolution #794-18 – Transfer of funds from Juvenile Court-Probation Department to Family First.

Resolution #795-18 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Landfill Bond Retirement.

Resolution #796-18 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Local Law Enforcement Block Grant.

Resolution #797-18 – Transfer of funds within the appropriation-General Fund.

Resolution #800-18 – Transfer of Hancock County (Additional Sales & Use Tax) General Fund to the Flood Mitigation Capital Projects Fund November, 2018 - \$389,799.98.

Resolution #801-18 – Transfer of funds from Hotel Motel to the General Fund.

Resolution #802-18 – Transfer of funds within the appropriation-Microfilm.

Resolution #803-18 – Transfer of funds within the appropriation-Auditor-Real Property.

Mark Gazarek made the motion to approve Resolutions #788-18 thru #797-18 and Resolutions #800-18 thru #803-18 due to them being routine in nature, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #798-18 – Rescinding Hancock County Commissioners’ Resolution #786-18 dated November 20, 2018 (Transfer of funds from Sheriff Police Revolve to the General Fund). Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #799-18 – Additional appropriation within the Auditor’s certification-Commissioners to appropriate to Sheriff Police Revolve. Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

The Commissioners signed travel requests from Job & Family Services and the Public Defender’s Office. They also initialed approval on the Pay Application from Marlin White & Sons for the Justice Center boiler project.

Lucinda Land presented the following resolutions for consideration:

Resolution #804-18 – An agreement between the County of Hancock and the Findlay Hancock County Alliance to provide Convention and Visitor’s Bureau Services. This is a two year contract with a one year renewal option. Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #805-18 – Authorizing a contract with Garmann/Miller & Associates, Inc. for architectural and engineering services for the design of the new Hancock County Probate and Juvenile Court building. The cost is not to exceed 7.5% of the construction costs plus \$62,750 in reimbursable costs. Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #806-18 – Authorizing the sale of a 1994 International Semi Cab no longer needed by Litter Landing. Peter Ruppright offered \$800 for the semi as is. Mark Gazarek made the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Lucinda requested executive session to discuss personnel regarding discipline and real estate acquisition. Mark Gazarek added potential litigation.

Adam Witteman had nothing to report.

Steve Wilson reported construction at the Landfill is almost complete. He also stated the mussels have been successfully relocated on the Hydraulic Improvement Project. Steve requested an executive session to discuss potential real estate acquisition and personnel regarding compensation.

### **Meetings/Reports**

Mark Gazarek attended Judge Davis’ visitation. He requested the Clerk prepare a proclamation honoring Judge Davis. He also stated sales tax has increased 3.5% for the year. Adam Witteman stated the increase includes an audit payment.

Timothy Bechtol attended Judge Davis' funeral. He stated Judge Davis' "quick to listen and slow to anger" is something each elected official should live up to.

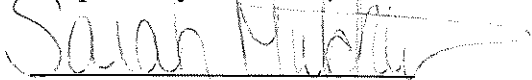
Brian Robertson stated they are continuing to work through the selection process for the JFS Director's position.

At 9:45 a.m. Brian Robertson made the motion to enter into executive session to discuss personnel regarding hiring, compensation, and discipline, along with potential real estate acquisition and potential litigation, Timothy Bechtol seconded. A roll call vote resulted as follows: Brian Robertson, yes; Timothy Bechtol, yes; Mark Gazarek, yes. At 10:20 a.m. Brian Robertson made the motion to come out of executive session with no action taken, Mark Gazarek seconded. Motion passed 3-0.

At 11:00 a.m. the Commissioners met with Sheriff Michael Heldman and Director John Adams from the Bureau of Adult Detention. Judge Jonathon Starn, Judge Mark Miller, Judge Alan Hackenberg, Judge Kristen Johnson, Prosecutor Phillip Riegle, Paul Schmelzer, Lt. Ryan Kidwell, Dave Beach, Holly Frische, and Alex Parker were also present.


Director John Adams from the Bureau of Adult Detention went over the steps necessary for building a jail, whether an expansion or a new building. A needs assessment would be completed. Lt. Ryan Kidwell recommends the National Institute for Corrections. Director John Adams concurred with Lt. Ryan Kidwell's recommendation because they are a government entity with experience and there is no cost associated with the needs analysis. The needs analysis will determine how large a facility, what type of facility, how many beds necessary, etc. Director John Adams described the classifications for jails including a full service jail, minimum security jail, 12 day jail, 12 hour facility, or temporary holding facility. A full service jail and minimum security jail are typically run by the same entity and minimum security jails are held to the same standards as a full service jail. The most recent construction projects from counties are all full service jails. Once the needs assessment is complete, a letter of intent will be sent to the Bureau of Adult Detention stating what type of jail will be built at what location and to house how many inmates. They will then assign a project manager for this project. Lt. Ryan Kidwell composed a letter to the Commissioners dated August 6, 2018 outlining the steps that need to be taken. He will email a copy of that letter to all those in attendance. The Sheriff will send a letter requesting a needs analysis from the National Institute for Corrections once he has gotten confirmation from the Commissioners.

Respectfully submitted,



Sarah Mutchler, Clerk

Reviewed and approved by:

  
\_\_\_\_\_  
Brian J. Robertson

  
\_\_\_\_\_  
Timothy K. Bechtol

  
\_\_\_\_\_  
Mark D. Gazarek