

Minutes

April 16, 2020

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

Also Present: Sarah Mutchler, Lucinda Land, Philip Johnson, Charity Rauschenberg, Adam Witteman, Miranda Lobdell, William Bateson, and Jim Maurer.

Commissioner Gazarek opened the meeting at 9:30 a.m. in the Commissioners' 1st floor conference room. The Pledge of Allegiance was recited. Minutes from the April 9, 2020 meeting were read with Timothy Bechtol making the motion to approve, Brian Robertson seconded. Motion passed 3-0.

The Clerk presented the following resolutions for consideration:

Resolution #207-20 – Authorizing payment of the listed and/or attached purchase orders. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #208-20 – Advance of funds from the General Fund to Water Pollution Control. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #209-20 – Advance of funds from the General Fund to Water Pollution Control. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #210-20 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Job & Family Services. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #211-20 – Transfer of funds within the appropriation-General Fund. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #212-20 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Sanitary Landfill. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #213-20 – Transfer of funds from Sanitary Landfill to Landfill Bond Retirement. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #214-20 – Transfer of funds from the Housing Trust Fund to the General Fund (1<sup>st</sup> Quarter fees 2020) - \$863.33. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #215-20 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Special Improvement. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #216-20 – Additional appropriation within the Auditor's certification-Commissioners to appropriate to Ditch Maintenance. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #217-20 – Transfer of funds within the appropriation-ADAMHS. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #218-20 – Transfer of funds within the appropriation-Substance Abuse. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #219-20 – Transfer of funds from Indigent Defense to the General Fund (March 2020)-\$2,084.27. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #220-20 – Transfer of funds within the appropriation-Litter Landing. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #221-20 – Transfer of funds from Job & Family-General Office to Children Services. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #222-20 – Transfer of funds from Job & Family-General Office to Children Services. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #223-20 – Transfer of funds from Job & Family-General Office to Children Services. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Timothy Bechtol made the motion to approve the Warrant Journal, Brian Robertson seconded. Motion passed 3-0.

Lucinda Land presented the following resolutions for consideration:

Resolution #224-20 – Hancock County Emergency Credit Card Usage Authorization. This policy would expand allowable purchases to include items that are related to COVID-19. The change in policy only applies during the state of emergency. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #225-20 – Rejection of all previously solicited bids for the CDBG Project for the Village of Mt. Blanchard pool restroom renovation project. This resolution authorizes re-solicitation of bids for this project. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Philip Johnson presented the following resolutions for consideration:

Resolution #226-20 - Authorizing execution and submission of documents relating to FY 2018 Hazard Mitigation Grant Program Project in Findlay. This is authorization to submit the application for funds to be used to purchase property at 704 Fishlock Avenue and 410 Sandusky Street. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #227-20 - Authorizing execution and submission of amendment to Notice of Award related to Flood Mitigation Assistance (FMA) Grant program fiscal year 2016 in Findlay. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Resolution #228-20 – Authorizing further action related to the Hancock County Landfill Lateral Expansion Project. Mannik & Smith has recommended the contract be awarded to Tucson, Inc. Timothy Bechtol made the motion to approve, Brian Robertson seconded. Motion passed 3-0.

Philip Johnson requested an executive session to discuss potential litigation.

Charity Rauschenberg said they couldn't get payroll to the bank yesterday until after hours because of the stimulus checks going out. The IT department worked late in order to make sure payroll got through. Also, she is seeing some money come in for reimbursement of COVID expenses. She specifically referenced postage paid for Board of Elections. She also reported the sales tax numbers are in for January sales.

### **Meetings/Reports**

Brian Robertson attended the HRPC meeting.

Timothy Bechtol attended the Elected Officials meeting. He had a ZOOM meeting with the ADAMHS Opiate Taskforce Legislative Committee. Timothy participated in a telephone conference of the Joint Information Committee. He also gave an update to the Kiwanis Club.

Mark Gazarek has been in contact with the State Senator and Representative weekly. He has also participated in the CCAO weekly telephone conference. Brian stated the Commissioners are being flooded with emails from different organizations.

At 10:03 a.m. Mark Gazarek made the motion to enter into executive session to discuss potential litigation, Timothy Bechtol seconded. A roll call vote resulted as follows: Mark Gazarek, yes; Timothy Bechtol, yes; Brian Robertson, yes. At 10:32 a.m. Mark Gazarek made the motion to come out of executive session with no action taken, Brian Robertson seconded. Motion passed 3-0.

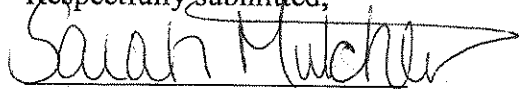
At 10:32 a.m. Mark Gazarek made the motion to enter into executive session to discuss personnel in regards to compensation and potential real estate acquisition, Brian Robertson seconded. A roll call vote resulted as follows: Mark Gazarek, yes; Brian Robertson, yes; Timothy Bechtol, yes. At 11:28 a.m. Mark Gazarek made the motion to come out of executive session with no action taken, Timothy Bechtol seconded. Motion passed 3-0.

At 1:15 p.m. the Commissioners met with the Budget Commission. Those present included: Mark Gazarek, Brian Robertson, Timothy Bechtol, Sarah Mutchler, Charity Rauschenberg, J. Steve Welton, Phillip Riegle, Tracy Coldren, Cathy Wilcox, Kristen Johnson, Jonathan Starn, Barb Richardson, Paul Maekask, Diane Rowland, Adam Witteman, William Bateson, Mike Recker, and Jim Maurer.

Charity began by reading the minutes from the Budget Commission meeting held on Tuesday, April 14. Budget Commission is recommending a 10% cut in General Fund expenses. This recommendation is based on review of the revenue brought in so far; estimate of 1/3 of the estimated revenue for March, April, and May; zeroed out casino revenue; and cut revenue by 20% after May. The Commissioners could offset some of the cut in expenses by declaring an excess or utilizing funds from the Budget Stabilization fund. Budget Commission plans on meeting monthly to monitor the revenue coming in, and will let the Commissioners know as soon as possible if they see a change. Mark Gazarek stated, because personnel is the biggest

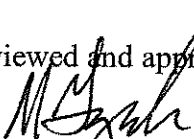
expense for the County, the Elected Officials are waiting on more information from Jonathon Downes on scenarios for lay-offs, furloughs, etc. Phillip Riegler reported his office is in contact with Mr. Downes every day, but it is hard to get the information in writing since we are not their only client. Mike Recker asked if CCAO has provided guidance for budget cuts. Mark Gazarek reported speaking with 5 other counties, 4 are waiting on more information and 1 is cutting expenses by 7%. J. Steve Welton said each entity will be affected differently. William Bateson asked if they will be using reserves or not putting money into reserves to help offset the reductions. The decision will be up to the Commissioners, and Mark reported that all options are viable at this point. Brian said the County is looking at cutting \$2.5 million. The Elected Officials will need to work together to come up with the best solution to make those cuts. William Bateson asked if there have been any voluntary lay-offs. Charity answered that the Elected Officials don't have enough information to make that recommendation to employees yet. Timothy Bechtol clarified that the Board of Commissioners still recommends no travel and to limit miscellaneous expenditures.

Respectfully submitted,



Sarah Mutchler, Clerk

Reviewed and approved by:



Mark D. Gazarek



Brian J. Robertson



Timothy K. Bechtol