

Minutes
April 21, 2020

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

Also Present: Lynn Taylor, Cindy Land, Steve Wilson, Auditor Rauschenberg, Adam Witteman, Judge Routson, Treasurer Welton, Jim Maurer, Bill Bateson, Mandy Lobdell and Mike Recker.

Commissioner Gazarek opened the meeting at 1:00 p.m. in the Commissioners' 1st floor conference room. The Pledge of Allegiance was recited. Minutes from the April 16, 2020 meeting were read with Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

The Assistant Clerk presented the following resolutions for consideration:

Resolution #229-20 – Authorizing the payment of the listed and/or attached Purchase Orders. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #230-20 – Transfer of funds from the General Fund to Capital Projects. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #231-20 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to MV & GT. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #232-20 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to Severance (Common Pleas). Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #233-20 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to Common Pleas Court Specialized Docket. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #234-20 – Additional appropriation within the Auditor's certification – Commissioners to appropriate to Severance (Sheriff). Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #235-20 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to Special Improvement Bond Retirement Fund. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #236-20 – Additional appropriation within the Auditor's certification – Commissioner's to appropriate to ADAMHS Bond Retirement Fund. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Lynn Taylor requested an executive session in regards to compensation.

The Commissioners signed the payroll for JFS. In addition, the Commissioners signed the contracts for the Landfill expansion project.

Cindy Land presented the following resolutions for consideration:

Resolution #235-20 – Authorizing a contract with Tom Hiatt’s Plumbing & Excavating Services Co. LLC for the design and installation of a new home sewage treatment system as part of the Hancock County WPCLF Grant WPCLF Project #HS390032-003-2020-4. Cindy stated that this is a 100% grant project cost for a total of \$18,619.00. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #236-20 – Authorizing a contract with Tom Hiatt’s Plumbing & Excavating Services Co. LLC for the design and installation of a new home sewage treatment system as part of the Hancock County WPCLF Grant WPCLF Project #HS390032-003-2020. Cindy stated that this is also a 100% grant project for a cost of \$22,884.00. Brian Robertson making the motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Auditor Rauschenberg stated that her Real Estate Office has had a busy March 2020 compared to March 2019. A lot of real estate transactions occurred. Auditor Rauschenberg also stated that in regards to the notes for the proposed Probate/Juvenile Building could be repaid this fall. The bonds would have a payment due, however she would have to discuss this further with the bank. Currently, the banks are extremely busy with serving the needs of customers in regards to stimulus inquiries.

Steve Wilson stated that the contractor is anxious to get started on the Landfill Expansion Project. The CAC building lot has been graded but not seeded. Steve also requested an executive session in regards to potential real estate acquisition.

Treasurer Welton stated that the market is remaining stable at 1%.

Judge Routson stated that he want to make sure everyone is on the same page in regards to the 3rd floor changes at the Courthouse. The restrooms are not included in the renovations at this time. Judge Routson would like to make security enhancements and move Carl so Clerk Wilcox could use the office in the mail room for much needed storage space. In addition, Judge Routson mentioned the \$28,000 adjustment he made last week saving the General Fund. Also, Judge Routson inquired if all the other Elected Officials had adjusted their budgets by 10%? Brian Robertson stated that he appreciated the scope of the project changes, however, will money still be needed from the General Fund? Judge Routson stated that only 25% of his funds will be used, therefore, no reserves will be exhausted. Mark Gazarek stated that he is in support of the project as long as the funds being used are from the courts. Cindy Land stated that as long as the purpose for the usage of these funds are acceptable per statue, she sees no issues. Judge Routson stated that it is acceptable. All Commissioners were in agreement.

Meetings/Reports

Brian Robertson stated that he attended the Alliance Board meeting. They discussed some very depressing topics and are continuing to work together. Brian also spoke to Courtney Comstock from Litter Landing and discussed the operations at that facility. Currently, no community service workers are showing up to assist in processing. Courtney provided the Commissioners several options and Brian would like to proceed with Option A. This option suggested a delayed

opening time of 9:00 a.m. and closing on Sundays. Mark Gazarek stated that the buyers have slowed down also and it's very possible that Litter Landing will soon run out of room for the materials. Therefore, it is possible that they may have to shut down for a period of time to discontinue taking materials.

Tim Bechtol stated that he suggested the hours of Litter Landing be adjusted to 12:00 p.m. until 6:00 p.m., Monday through Saturday and closed on Sunday. Mark Gazarek suggested to follow Courtney's recommendation with Option A. Tim also attended the Zoom meeting with ADAMHS Administrative Opiate Task Force. Tim attended the Elected Officials Meeting and stressed the importance of the need for the Commissioner's to attend those scheduled meetings. Tim continues to monitor the States report of the COVID case count.

Mark Gazarek stated that he continues to speak to Senators and House Members regarding the balance of the economy situation and the public health situation. As a side note, Mark wanted to mention that the Sheriff has indicated to him that Ohio prisons are no longer taking inmates because of COVID. Tim Bechtol stated that the Hancock County Jail is no longer sending inmates to other counties. Brian Robertson stated that the recent increase in Ohio COVID positive tests are due to the delayed reporting of prison inmates testing positive.

At 1:28 p.m., Mark Gazarek made a motion to enter into executive session to discuss 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 1:49 p.m., Mark Gazarek made the motion to come out of executive session with no action taken, Brian Robertson seconded. Motion passed 3-0.


At 2:00 p.m., the Commissioners held a teleconference meeting with from Garmann Miller. Remotely attending from Garmann Miller were Kasey Corbet, Bruce Miller and Arika Paisley. Lynn Taylor, Tim Stuart, Auditor Rauschenberg, Adam Witteman, Cindy Land, Judge Johnson, Sheriff Heldman, Judge Routson, Mandy Lobdell, Jim Maurer, Bill Bateson and Mike Recker were in attendance.

The Commissioners signed the payroll for the Commissioner's office.

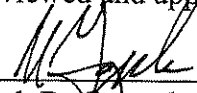
Kasey provided the following update in regards to the tentative schedule of items for the proposed plans/construction of the Probate/Juvenile building. She anticipates the final design to be presented to the cost estimator on May 7th, 2020. She will be looking for those results to be in around the end of May. Hopefully, Garmann Miller can present to the Downtown Design Review Board in May. Bruce Miller stated that there could be a delay in this step with the current COVID situation happening. In June, 2020, they would like to present information to the Planning Commission. On July 16, 2020, they would like to have Construction/ Plan approval documents available. Advertisements would be around July 30, 2020. Bid documents would be released on August 3, 2020 with a bid opening date of August 25, 2020. Bruce Miller indicated that he continues to keep an eye on the construction market with the hope to catch the market at the right time to take advantage of good pricing. He also mentioned that some of the dates may have to be adjusted as time goes along. Kasey stated that at the last meeting, the name of the building was discussed and she inquired if a decision was made. Mark Gazarek stated that some more discussion is needed and Bruce indicated that their staff wouldn't need know the name just yet. Tim Bechtol mentioned an email that he sent on March 17th, 2020 to the participants and a few responses have been received. Kasey stated that within the next several weeks, testing

chairs (for comfort) will be provided for chair preference for the building. Otherwise, things are moving along well, and she will need to set up a meeting soon with the County maintenance staff. Judge Johnson inquired if the meetings scheduled for May 12th and June 2nd need to happen and Kasey suggested her and Judge Johnson meet on May 12th that the Committee meeting wasn't necessary. Mark Gazarek inquired that if the COVID crisis is really bad, how will the building be paid for? Bruce stated that some costs can be driven down, however he does have some concern for the soil issues that may arise. A lot of soil will have to be removed and some soil will have to be brought in to the site. Bruce will continue to work within the budget that was provided to them. If needed, some items can also be removed as final plans are determined. Auditor Rauschenberg stated that the revenue projections are still a concern and not yet clear. Based on the schedule of construction/plans provided, revenue figures should be known around the same time as final plans are complete, so the timing could work out on information for the project. Auditor Rauschenberg provided information to the Commissioners for their review for the finances associated with the project. Mark Gazarek requested Kasey to email the participants the agenda for the meeting which included the proposed schedule of construction/plans.

Respectfully submitted,


Lynn Taylor, Assistant Clerk

Reviewed and approved by:


Mark D. Gazarek


Brian J. Robertson


Timothy K. Bechtol

GARMANN/MILLER

ARCHITECTS • ENGINEERS

Meeting Agenda

Project Name New Hancock County Probate/Juvenile Courthouse GM Project No. 18077.0
Meeting Location Hancock County Commissioners Office Meeting Date 04/21/2020
Purpose Design progress update

Meeting Agenda:

1) Design/Approval Schedule

- a) Design Development Documents – May 7
 - i) Major Design decisions finalized
 - ii) Cost estimating set
- b) Downtown Design Review Board
 - i) Garmann/Miller to apply for approval at May 2020 meeting
- c) Planning Commission
 - i) Garmann/Miller to apply for approval at the June 2020 meeting
- d) Construction/Plan Approval Documents - July 16, 2020
- e) Bid Documents printed / project advertisement - July 30, 2020
- f) Bid documents released - August 3, 2020.
- g) Bid Opening – 11:00am on August 25, 2020 at the Commissioners' office

2) Budget

- a) Project budget numbers in-hand late May

3) Building Name and Address

- a) County / Voting Committee to advise (needed for plan approval & project signage design)

4) Design Progress

- a) Floor plan update
- b) Technology/access control coordination is underway
- c) Finishes/furniture selections are underway
 - i) Chair samples for sit test to arrive shortly
- d) Security / secure holding area has been reviewed with Sheriff
- e) Physical samples of exterior materials to be delivered to court for approval next week

5) Next Steps

- a) Discuss proposed mechanical, electrical and plumbing systems with building owners, building users, and maintenance staff
- b) Downtown Design Review Board and Planning Commission submission
- c) Review final selections / layouts