

Minutes

April 9, 2020

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

Also Present: Tammy Erwin, Lucinda Land, Bill Bateson, Mike Recker, Miranda Lobdell, David Spahr, Charity Rauschenberg, Adam Witteman, Lizzy Hile, Sheriff Heldman, Steve Wilson, Tim Stuart, Elizabeth Candler and Jim Maurer.

Mark Gazarek 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 April 2, 2020 meeting were read with Brian Robertson making a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

The Assistant Clerk presented the following resolutions:

Resolution #195-20 - Authorizing payment of the listed and/or attached Purchase Orders. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #196-20 – Transfer of funds from the General Fund to Juvenile Probate Bond Retirement. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #197-20 – Additional Appropriation within the Auditor's certification – Commissioners to appropriate to Real Estate Tax Equivalent. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #198-20 – Additional Appropriation within the Auditor's certification – Commissioners to appropriate to Water Pollution Control. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #199-20 – Additional Appropriation within the Auditor's certification – Commissioners to appropriate to Water Pollution Control. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #200-20 – Additional Appropriation within the Auditor's certification – Commissioners to appropriate to Hancock County Board of Developmental Disabilities. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #201-20 – Transfer of funds within the appropriation – Job and Family Services. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Brian Robertson made a motion to approve the Warrant Journal, Timothy Bechtol seconded. Motion passed 3-0. The Commissioners acknowledged they signed payroll for their office and JFS on Tuesday, April 7, 2020.

Lucinda Land presented the following resolutions for consideration:

Resolution #202-20 – Authorizing the Hancock County Commissioners to enter into a Memorandum of Understanding among the Board of Hancock County Commissioners, Hancock Public Health, and the University of Findlay. Lucinda Land stated that there have been some negotiations between the University of Findlay and Hancock Public Health to utilize the housing options in the event that they need an isolation quarantine area. There are a lot of universities across the state doing this. There are no initial costs involved unless there is a need to use it, then the costs would be only to clean the place back up to the way it was before. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #203-20 – Authorizing the Hancock County Commissioners to enter into a Memorandum of Understanding among the Board of Hancock County Commissioners, Hancock County Job and Family Services and the Hancock County Family and Children First Council. This is regarding the use of JFS multi-system funds that can only be utilized by Family and Children First Council. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #204-20 – Authorizing Change Order No. 1 to the contract with Vaughn Industries, Carey, Ohio for the Hancock County Camera Upgrade Project. Lucinda stated that this has been discussed for several weeks with Tim Stuart and now is time to make the decision so that they can continue with the contract. The increase is \$31,935.00. The original contract is for \$263,000 which brings the total to \$294,490.00. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Resolution #205-20 – Authorizing entry into a contract with TTL Associates, Inc. for Performance of Tier 1 Delineation and Tier 2 Evaluation Activities upon real property at 136 North Main St. in Findlay. Brian Robertson made a motion to approve, Timothy Bechtol seconded. Motion passed 3-0.

Lucinda Land requested an executive session to discuss personnel regarding employment.

Charity Rauschenberg said that they are hoping that some information will be released tomorrow from the state on revenue and anticipation of them seeing slowdown. Also, they have received notification on local government funds of the amount but have not received the payment yet but it does appear to be down from last year at this time. Charity stated that they are tracking those numbers and will forward that information when she has received it. Across the state, they are alerting the villages and townships regarding gas tax and licensing and how it will affect them. She stated that the real estate transfers have been down the last few days compared to what they

have been. Mark Gazarek had a question regarding Budget Commission, asking if they re-convene and give a revised estimate based on what is happening because of the virus and what is happening with our numbers. Charity stated that the Auditor's office is to help the Commissioners with those numbers. Budget Commission will be certifying amended certificates once numbers start coming in. Charity is waiting on the state to give some local government fund estimates and that will start a lot of information going out to other entities that share the same formula and they can pull that information together and plug in numbers to get an idea of where we are at.

Steve Wilson announced that the former Community Action Commission building is now down and has been demolished. All the asphalt has been removed and grass seed will be planted over the entire property. Steve requested an executive session for potential real estate acquisition.

Meetings/Reports

Brian Robertson attended a fund meeting yesterday and the Public Defenders meeting this morning. They were addressing providing services and working from home and payroll. Brian gave some guidance on the budget and Paul should have something over this week with what their preliminary outlook would be.

Timothy Bechtol stopped by the former CAC building site to see how it was being taken care of. The ADAMHS Board had an ad in the paper recently talking about different resources available to people who may not have considered mental health assistance before. Timothy met with the elected officials last Friday morning at the Emergency Management headquarters to go over any news and talked with community leaders to share what they know about the reaction to the coronavirus. He also met with Hancock Public Health and Blanchard Valley Hospital and the City of Findlay yesterday afternoon. On Tuesday, Timothy sat with Jessica Halsey from Hancock Public Health doing a video update to pass along good news, provide some hope and statistics for the community.

Mark Gazarek stated that almost all emails, texts and phone calls he is receiving are related to funding. He said that if you have any grant requests through the state, do not count on that money. There is no money coming from the state for grants.

At 9:53 a.m., Mark Gazarek made a motion to enter into Executive Session at 10:30 a.m. to discuss potential real estate acquisition and personnel as it relates to employment. Brian Robertson seconded. Roll call resulted in: Mark Gazarek; yes, Brian Robertson; yes, and Timothy Bechtol; yes.

At 10:00 a.m., the Commissioners met with the Board of Elections. Also present: Tammy Erwin, David Spahr, Elizabeth Candler, Charity Rauschenberg, Adam Witteman, Mike Recker, Bill Bateson, Miranda Lobdell and Jim Maurer. The Commissioners requested to meet with the Board of Elections in regards to the location of the voting machines and the memorandum of

understanding that was drawn up by the Prosecutor's office. Elizabeth Candler invited the Commissioners to come over to the Board of Elections to see what they are going through with this election. They are afraid if the virus circles back they will have to do this again in November. Elizabeth stated that they do not have the personnel or the computers. Mark Gazarek asked when the last day to vote is, and Elizabeth stated it must be postmarked April 28th and all votes will need to be counted by scanners by the 29th. For early voting, they are processing 1000 votes a day. David Spahr came forward and has asked for two emergency items: storage of machines and financial needs. Mr. Spahr stated that their budget is out of control. They sent a request over to the Commissioners yesterday to transfer money so that they can pay all the bills, license fees and warranty work. He stated that they are frazzled at the Board of Elections and are working very hard. They are provided with masks and gloves if needed and there are currently about 20 working there. The other concern is the storage of their machines. Mr. Spahr did some work and found that the Commissioners own some property that may work, meaning the cottages out behind the Educational Service Center. Mark Gazarek asked Mr. Spahr if that space would work for them and fit all of their qualifications with square footage, climate control and anything else that is needed. Mr. Spahr asked what is the availability and how long will it be available. He also stated that the cottages would work but he would need full board approval to move forward. The Board of Elections has asked the Commissioners to pay the rent of the building where they currently are until the virus is over and they can get moved into the new building. Brian Robertson discussed the previous meeting held with the Board of Elections regarding the Memorandum of Understanding. It was agreed to allow the Board of Elections the use of the cottages, however, it is requested by the Commissioners for the Board of Elections to get a vote in writing of acceptance or rejection of the offer to use the cottages. Mr. Spahr stated that he will get an approval as fast as he can and he asked if the Commissioners would cover the rent with Mrs. Gardner until the virus is over, all three Commissioners agreed that yes they would pay the rent including the rent increase. Mr. Spahr brought up the financial concerns they are having and talked about the transfer that they sent over yesterday morning. They are asking for an emergency transfer within their budget to cover some expenses that need taken care of. Mark Gazarek stated that if it is a transfer within their budget, then he is in favor of that. Mark Gazarek made a motion to approve if the transfer is within their budget, and not new money going to the Board of Elections, Timothy Bechtol seconded with the condition that he wants to see the transfer request. Roll call resulted in: Mark Gazarek; yes, Brian Robertson; yes, Timothy Bechtol; yes. Motion passed 3-0.

Brian Robertson asked Mr. Spahr if the Board of Elections is going to ask for an additional appropriation above the annual budget and Mr. Spahr stated that they would be doing that. He stated that they would be through their budget sometime soon due to the problems with the election and paying staff. Elizabeth Candler stated that the state may be reimbursing some of those expenses.

Mark Gazarek made a motion to go into Executive Session at 10:24 a.m. to discuss potential real estate acquisition and personnel as it relates to employment. Brian Robertson seconded. Motion passed 3-0. Roll call resulted in: Mark Gazarek; yes, Brian Robertson; yes, Timothy Bechtol; yes. At 10:56 a.m., Mark Gazarek made a motion to come out of executive session, having discussed potential real estate acquisition and personnel as it relates to employment with no action taken. Brian Robertson seconded. Motion passed 3-0.

At 11:00 a.m. the Commissioners met for the Landfill Expansion Bid Opening. There were a total of 6 bids that were received. The bids are as follows: Miller Brothers, Archbold, OH bid \$1,851,418.28; Vernon Nagel, Napoleon OH bid \$1,599,030.00; Ryan Inc. Central, Janesville, WI bid \$1,784,935.00; Tucson Inc., New Philadelphia OH bid \$1,596,740.00; ES Wagner, Oregon OH bid \$1,668,482.05; and Helms & Sons, Findlay OH bid \$1,753,200.99.

At 11:30 a.m. the Commissioners met with Randy Galbraith, Director of Job and Family Services for an update. Also present: Tammy Erwin, Charity Rauschenberg, Adam Witteman, Bill Bateson and Miranda Lobdell. Randy discussed the Multi System Youth funds and stated that JFS received funds in the amount of \$135,000 from the State of Ohio. They will need a Memorandum of Understanding to set up a collaborative fund and that should be completed soon. Randy also discussed the unemployment numbers. They were receiving around 10 – 20 claims per week until March 16th, which then climbed to 166 claimants and continues to climb weekly. They see new numbers every Monday and he recorded those numbers through March 30th on the Agenda. He stated that they received a pot of money for COVID-19 and now they will be using the funds towards a program for non-profit in the amount of \$75,000. These funds can be used for \$300.00 household expenses such as rent and utilities for eligible households. The income guidelines are 200% poverty and must have minor children in the home. They currently have 63 applicants and 32 have been approved. This is a first come first serve process. Randy discussed JFS current state and reported that they have 115 children in custody and another 61 children in protective supervision, which is separate from the 115 children in custody. Randy discussed the COVID-19 Workforce Plan and stated that out of the 80 employees at JFS, there are 60 employees working from home. They did have to purchase the Virtual Private Network Access from Ohio Department of Job and Family Services to get the access at home. They do not know what the cost of that is yet and not sure if they will get reimbursed for that. Brian Robertson asked Randy to forward that invoice to the Auditor's office and the Commissioners so they can add that to the COVID-19 for payment reimbursement. Randy is in receipt of the hiring freeze but he has two openings that would be replacements and is asking if he can still fill those positions. Mark Gazarek and Timothy Bechtol approved those hirings since they are not new jobs just replacing those employees that left. The Kinship Program is up and running very well and also the 30 Days to Family is working well.

Respectfully submitted,

Tammy Erwin

Tammy Erwin, Assistant Clerk

Reviewed and approved by:

Mark D. Gazarek

Mark D. Gazarek

Brian J. Robertson

Brian J. Robertson

Timothy K. Bechtol

Timothy K. Bechtol