

Minutes

June 2, 2020

Commissioners present: Mark Gazarek and Timothy Bechtol.

Also Present: Tammy Erwin, Lucinda Land, Bill Bateson, Adam Witteman and Jim Maurer.

Mark Gazarek opened the meeting at 9:30 a.m. in the Commissioner's 1<sup>st</sup> floor conference room. The Pledge of Allegiance was recited. Minutes from the May 28, 2020 meeting were read with Mark Gazarek making a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

The Assistant Clerk presented the following resolutions:

Resolution #343-20 - Authorizing payment of the listed and/or attached purchase orders. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Mark Gazarek made a motion to approve Resolution #344-20 thru #358-20 due to them being routine in nature. Timothy Bechtol seconded. Motion passed 2-0.

Resolution #344-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #345-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #346-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

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Resolution #350-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #351-20 – Advance of funds from the General Fund to Ditch Maintenance Funds.

Resolution #352-20 – Repayment of advance from the Ditch Maintenance fund to the General Fund.

Resolution #353-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #354-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #355-20 – Repayment of advance from the Ditch Maintenance Fund to the General Fund.

Resolution #356-20 – Repayment of advance from the Special Improvement Ditch Fund to the General Fund.

Resolution #357-20 – Advance of funds from the General Fund to the Special Improvement Ditch fund.

Resolution #358-20 – Repayment of advance from the Special Improvement Ditch Fund.

Resolution #359-20 – Transfer of funds within the appropriation – Sheriff. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #360-20 – Decreasing the Common Pleas Court – Adult Probation appropriation by \$62,889.00. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #361-20 – Decreasing the Common Pleas Court appropriation by \$71,221.00. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #362-20 – Transfer of funds within the appropriation – Veterans Services Soldiers Relief. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #363-20 – Transfer of funds from MV & GT to MV & GT Bond Retirement. Mark Gazarek made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Commissioners signed payroll for their office and Mark Gazarek made a motion for the chair's signature for a Certification of Determination of Subsequent Exemption for a Categorical Exclusion Project requested by HRPC. Timothy Bechtol seconded. Motion passed 2-0.

Lucinda Land requested an executive session to discuss potential litigation.

**Meetings/Reports**

Timothy Bechtol observed the demonstration yesterday at the Courthouse. Sheriff staff were there along with Findlay Police Department. Tim has also been keeping track of ODH's Covid-19 numbers. Timothy updated everyone on the status of the Justice Center. Door replacement work is still underway but should be finished up within the next few weeks and he will have a

recommendation for the Board in regards to the plumbing contract on Thursday. Bid specks will be ready for roofing recoating and gutter work. After plumbing is under contract and they know what their schedule is, painting will be the last major thing done in the Justice Center.

Mark Gazarek did a drive by of the protest. He also stated that there needed to be an adjustment to the agenda as it has an interview posted for 3:00 a.m. instead of 3:00 p.m.

At 9:40 a.m., Mark Gazarek made a motion to enter into executive session to discuss potential litigation. Timothy Bechtol seconded. Roll call resulted in: Mark Gazarek, yes; Timothy Bechtol, yes. At 9:51 a.m. Mark Gazarek made a motion to come out of executive session, having discussed potential litigation with no action taken. Timothy Bechtol seconded. Motion passed 2-0.

At 11:00 a.m., the Commissioners met with Randy Galbraith of JFS for a budget update. Randy stated that they had predicted a shortage of TANF funding for 2020 however, Marion County JFS came through for them and did an intercounty transfer of \$45,000 yesterday. Prevention Retention Contingency (PRC) had to be shut down for this fiscal year. They have run out of that money with the Covid pandemic and the programming last fall. There is \$15,000 left to be used for Covid. It needs to be spent by June 30<sup>th</sup> and he has let the non-profits know that the funding is still available. The Comprehensive Case Management Employment Program (CCMEP), which is run through the Ohio Means Job Center, is for 14 – 24 year olds. Hancock County has had trouble spending that allocation so they have added a second worker as a case worker in February which makes them able to serve more kids. They received an allocation from ODJFS for Foster Parent Recruitment and a large portion of that money was spent to hire a foster parent recruiter to use throughout various counties. Williams County is the employer for that person and they are now working on recruiting. They still have about \$18,000 left in that pot of money and they have until June 30<sup>th</sup> to spend it so they may be sending checks out to the foster parents for expenses that they have for the children in their care. Best Practices Funding was a new pot of money from the state of Ohio and was used to modernize their computer equipment that the CPSU workers have. They are looking at ways to reduce that allocation and one of the ways of doing that is looking at purchasing a new van to be used by CPSU. Honda came in with the lowest bid in Findlay. They are also looking into new monitors to go with the updated computers for CPSU, a new TDTF printer to use for the 30 Days to Family program, Smart Board Training for foster parents and mobile fingerprinting for background checks. The OMJ Resource Funding is a pot of money they have just been made aware of. They are working on making their public computer room mobile with lap tops that can be taken out in the field, helping people with their resumes right on the spot. They are also looking at spit guards at the reception window. Randy had previously talked with the Commissioners about jumping on board with the county website. The cost came back at \$6,000 for the two websites for OMJ and JFS for a total of about \$13,000. That was a little more than he expected so he has decided to wait until next year hoping they will be able to budget for it. Randy also met last week with Mayor Muryn and the people at Economic Development so they can start putting together a more

comprehensive program for people to be better trained and enter the workforce. Randy stated that JFS is still not open to the public and he has been re-evaluating that this week, however he has decided to wait another 30 days and will re-evaluate at that time. Mark Gazarek asked Randy about the Voluntary Advisory Board and if they have met yet. Randy stated that they have had one meeting this year and the second one was scheduled last month but had to be cancelled due to the pandemic.

At 1:15 p.m., the Liberty Reed Single County Ditch View was held downstairs in the conference room. Doug Cade, from the Engineer's office did a slide show presentation for the Commissioners and others present and explained the difference between a "view" and a "hearing." The Public Hearing is scheduled for June 16<sup>th</sup> at the Commissioners first floor conference room.

At 2:00 p.m., the Commissioners met with Garmann Miller to discuss the new Hancock County Probate/Juvenile Courthouse. Others present included Bruce Miller, Christopher Monnin, Kasey Corbet, Lucinda Land, J. Steve Welton, Kristen Johnson, Shawn Carpenter, Charity Rauschenberg, Adam Witteman, Bill Bateson, Jim Maurer and Tammy Erwin. Kasey handed out a meeting agenda, estimates and budget information to all those present. She began the discussion regarding the Design/Approval schedule. In the next week, approvals will be coming from the Findlay Downtown Design Review Board and Findlay Planning Commission. Documents will then be sent to Wood County on July 16<sup>th</sup>. Bidding documents and advertisement will be done by July 30<sup>th</sup>, and bid documents released on August 3<sup>rd</sup>. Bid opening will be held on August 25<sup>th</sup> at the Commissioner's office. Commissioners need to decide whether to do online bidding or in-person bidding. There was a discussion on how online bidding is done. Bruce suggested doing it one way or the other but not both. He also suggested talking to Doug Cade from the Engineer's office since he has done online bidding before. The decision on how to proceed with the bidding will need to be made by sometime early July. Furniture will be bid later as a separate package. The building name and address needs to be decided. Timothy Bechtol stated that he could have the address by the end of the week. The name will be finalized no later than June 16<sup>th</sup> giving the County and Voting Committee time to make a decision. There was a discussion regarding what more information is needed for the Commissioners to move forward on the project so that they can get a resolution authorizing solicitation to bid. Mark Gazarek stated that he would like to see the numbers from the Auditor's office to see where the sales tax is. He would also like to wait until all three Commissioners are in the office. Timothy Bechtol stated that he was ready to go to bid today based on the estimate that Garmann Miller presented today. Kristen Johnson stated that she would like a decision by June 16<sup>th</sup>. They reviewed the budget, discussed the design progress and finalized the next steps which will end with the final building details.

At 3:00 p.m., the Commissioners interviewed Daniel Burket for the Board of DD vacancy.

Respectfully submitted,

Tammy Erwin

Tammy Erwin, Assistant Clerk

Reviewed and approved by:

Mark D. Gazarek

Absent  
Brian J. Robertson

Timothy K. Bechtol  
Timothy K. Bechtol