

Minutes  
May 25, 2021

Commissioners present: Timothy Bechtol, Michael Pepple and William Bateson.

Also Present: Tammy Erwin, Phil Johnson, Steve Wilson, Mary Ann LaRoche, Charity Rauschenberg and Adam Witteman.

Commissioner Bechtol 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 May 20, 2021 meeting were read with William Bateson making a motion to approve, Michael Pepple seconded. Motion passed 3-0.

The Assistant Clerk presented the following resolutions for consideration:

Resolution #334-21 – Authorizing payment of the listed and/or attached purchase orders. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #335-21 – Transfer of funds within the appropriation – Data Processing Board. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #336-21 – Appointing Commissioner Michael W. Pepple to be the Hancock County representative for the American Rescue Plan Act. William Bateson made a motion to approve, Timothy Bechtol seconded. Motion passed 2-0.

Resolution #337-21 – Transfer of funds within the appropriation – Common Pleas Court. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #338-21 – Transfer of funds within the appropriation – Developmental Disability. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #339-21 – Transfer of funds within the appropriation – Job & Family Services. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #340-21 – Transfer of funds from the General Fund to Juvenile Probate Bond Retirement. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Resolution #341-21 – Transfer of funds from the General Fund to Sheriff Bond Retirement. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

The Commissioners signed a letter to the Bar Association and a travel request for the Engineer's office. Michael Pepple asked that the letter be scanned over to the Bar Association due to time sensitivity.

Phil Johnson presented the following resolutions for consideration:

#342-21 – Authorizing entry into contract with Advanced Excavating & Demolition, LLC, for demolition of buildings located at 704 Fishlock Ave. in Findlay. They received 6 bids. The total amount is \$6200. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

#343-21 - Authorizing entry into contract with All Excavating & Demolition, LTD., for demolition of buildings located at 339 Wilson St. in Findlay. The total price is \$4,998. William Bateson made a motion to approve, Michael Pepple seconded. Motion passed 3-0.

Phil stated for the record that the first resolution #342-21, he did check with the Secretary of State's office that it is Advanced Excavating & Demolition, LLC. An amendment was added to state that it was Advanced with a "d" at the end.

Phil requested an executive session to discuss potential real estate acquisition after the 11:00 a.m. public meeting due to a telephone conference.

Charity stated that she had two requests for the Commissioners. The first is that at least one county has received their grant for funding and would like to schedule a time to talk with Mr. Pepple after the meeting today to discuss those funds. She also requested an executive session to discuss potential real estate acquisition.

Steve Wilson stated that in today's Courier, there is a meeting scheduled for Friday, May 28<sup>th</sup> at 6:30 p.m. but he wanted to clarify that it is actually Monday, June 28<sup>th</sup> at 6:30 p.m. This meeting is regarding the Eagle Creek basin.

### Meetings/Reports

William Bateson stated that the Summer Lunch Program will begin on June 7<sup>th</sup> through July 29<sup>th</sup> and will be held at Glenwood School from 11:30 a.m. – 12:30 p.m. Youth ages 18 and under are free and adults are \$3.00.

Michael Pepple attended the Republican Party Central Committee meeting last night. Jody O'Brien talked about the low turnout in the last election. There was further discussion on how to get higher voter turnouts for future elections.

Timothy Bechtol handed out an updated chart that represents the last two resolutions reflecting the \$115,000 and the \$110,000 for the Juvenile/Probate Court Building Project funding. He stated that he has been keeping track of the sales tax figures from 2019 through 2021. He also attended the Elected Officials meeting last Friday. Tim discussed the mask mandate that is currently in effect and all the Commissioners agreed that they will not require masks any further unless individuals would like to. This mandate will follow the State's timeline of June 2, 2021.

At 9:50 a.m. Timothy Bechtol made a motion to enter into executive session to discuss potential real estate acquisition. Michael Pepple seconded. A roll call vote resulted as follows: Timothy Bechtol, yes; Michael Pepple, yes; William Bateson, yes. At 10:01 a.m., Timothy Bechtol made a motion to come out of executive session, having discussed potential real estate acquisition with no action taken. Michael Pepple seconded. Motion passed 3-0.

At 11:00 a.m. the Commissioners met with Sheriff Heldman regarding the possible move to the mall. A discussion was held regarding Resolution #336-21 and a vote was re-taken to include Michael Pepple as voting yes. Motion passed 3-0. Tammy Erwin, Ryan Kidwell, Rebecca Smith, Judge Johnson, Sandra Stoll, Shawn Carpenter and Mark Price were also present. Timothy Bechtol discussed the current plans

that have been drawn up to show the available space that could be utilized for storage needs and asked Sheriff Heldman what needs they have and amount of square footage needed. After reviewing the plans, the Sheriff questioned the map area highlighted in yellow and asked if that would be open to the public. Timothy stated yes, and Sheriff Heldman opposed that. He is wanting that area to be closed off using one security entrance for all county offices. Timothy discussed the available space not being utilized for one Juvenile/Probate Court. The Sheriff expressed concerns about security and suggested the Commissioners contact the National Center for State Courts for a security assessment. A discussion continued regarding the secured entrances and increased security requirements of the building. Sheriff stated that the outer walls would need to be reinforced and inside parking for the Judge and deputies would be a necessity. Fire lanes will need to be considered as well. Judge Johnson asked if pylons could be used instead of reinforcing the walls and Sheriff Heldman stated yes or also could use large stones like at Dorney Plaza. Sandra Stoll asked Sheriff Heldman if there would be a Sheriff's office out there with deputies. Sheriff stated that they haven't discussed that at all. William Bateson stated that is why they are here now, to figure out what the needs are and then let the architect work on the design. The Sheriff's office presented a list created with the items they are needing storage for. Currently, all of the items listed are at several different locations which makes it difficult to keep track of and time consuming. They would like to have enough storage to keep everything in one place. The loading docks at the mall were discussed as possible garage storage areas. Other recommendations were to maintain a classroom, currently it is utilized every week, multiple times, a training room area that could hold 30-40 people and could share that space with other offices, a gym was another idea. Sheriff Heldman stated that they are currently paying membership fees to the YMCA for staff to use the gym. He stated that it could be open for county-wide use, not just for the Sheriff's office. They discussed storage needed for record retention and Sheriff Heldman stated that they have been able to start scanning a lot of reports and so paper is not increasing. However, there are jail records that can't be destroyed and they need storage for those documents. Timothy Bechtol briefed everyone on the process of the negotiations and the 75 days due diligence plus 15 days after that for closing. They are hoping to have bids in at that time for the actual construction to begin, hoping mid-October range. Timothy asked the Sheriff how things were going with roll out of the Jail and Justice System study and are they still forming that committee? Sheriff stated that they are waiting on the Commissioners to give them permission to move forward and named some people that were interested in sitting on the committee. What the Sheriff needs to know from the Commissioners is when Mark Martin and Dave Bostick can come in and do the PONI (Planning of new institution) and get their schedule. Also need to get the roll off reports. Timothy Bechtol talked about getting the committee put together and recommended giving the Sheriff the ok to form that committee. William Bateson asked how big the committee is and who will be sitting on that committee? Sheriff Heldman stated that he can email that list to them. William stated he would like to see that first before moving forward. Timothy and the Sheriff stated the importance of moving forward quickly so that the report is not outdated. Sheriff briefly discussed outside housing if the courts open up after June 2<sup>nd</sup> and asked if there is any money available to pay for that. Timothy stated that they have not discussed that for over a year and needs further discussion. Sheriff Heldman recommended a budget of \$250,000 for the last half of this year.

At 11:46 a.m. Timothy Bechtol made a motion to enter into executive session to discuss potential real estate acquisition. Michael Pepple seconded. A roll call vote resulted as follows: Timothy Bechtol, yes; Michael Pepple, yes; William Bateson, yes. At 12:34 p.m., Timothy Bechtol made a motion to come out

of executive session, having discussed potential real estate acquisition with no action taken. Michael Pepple seconded. Motion passed 3-0.

At 1:30 p.m. the Commissioners met with Greg Burks from Soil & Water. Tammy Erwin was also present. Greg discussed contracts for ditches and needing additional appropriations to pay for maintenance work. He presented the Commissioners with a list of those ditches needing the funds. The total amount for all of them is \$153,844.00 and stated that they should be paid back in a year. The Commissioners approved the advances so that they may go on the agenda for Thursday's meeting. Greg currently has maintenance of the ditches on a five-year schedule but has been thinking of putting it on a three-year schedule considering the small amount it costs to spray. Greg also discussed the possibility of doing a Blanchard River clean out again. Greg stated that it hasn't been done in about 2 - 3 years and the Commissioners need to talk to 5 counties to get the process started. Commissioners were in favor of doing that. Michael Pepple asked about Eagle Creek and wondered if that is ever done? He sees log jams there all of the time. Greg stated that he does not know when the last time that was done. He stated that Eagle Creek has a stream enhancement on it. Greg also wanted to discuss the new drainage laws and now they need to have 10 ft. grass filter strips on the side. He was planning on doing the grass strip out with the dip outs so that they all didn't have to be done all at once. Greg came up with an application for reduction in maintenance assessments, where if they tell him what kind of work they want to do, so long as Greg approves it, then it can be put in the report each year and they can get their next maintenance reduction in their next assessment based on the work they had done. He thought that would be a good way to help people out if they are doing work on the ditch instead of letting it get all grown up. Another thought Greg had was to do an Agricultural BMP (Best Management Practice) so their maintenance assessments can be reduced up to 50%. He added this to his application and it only affects parcels immediately adjacent to the ditch. Greg discussed other ideas he has to give reductions for assessments. He gave a copy of the application to the Commissioners for their review and would like approval from the Board along with any input and suggestions from them. Timothy Bechtol asked about the latest on the Dalzell ditch. Greg stated that the contract is going out to the contractor today since the Commissioners approved that resolution. They had further discussion regarding the condition of the ditch. Greg stated that Doug told him that Poggemeyer was expected to have plans by mid-June and they are hoping to start construction by fall.

Respectfully submitted,



Tammy Erwin, Assistant Clerk

Reviewed and approved by:



Timothy K. Bechtol



Michael W. Pepple



William L. Bateson

Hancock County Juvenile / Probate Court  
Building Project Funding

Year	Month	1/4% Sales & Use Tax Revenue	Juvenile/Probate Court Capital Project Fund	Juv/Probate Court Bond & Note Retirement Funds	Remainder for County Operations & Carry-over		
2019	January	\$336,152.76	Final Two Deposits into Flood Mitigation Fund				
	February	\$287,226.02					
	March	\$404,571.53	\$656,479.75	\$0.00	\$1,316,480.10		
	April	\$310,209.27		\$0.00			
	May	\$297,162.52		\$0.00			
	June	\$315,247.72		\$0.00			
	July	\$323,154.24		\$0.00			
	August	\$322,614.57		\$0.00			
	September	\$355,042.74		\$100,000.00		\$0.00	\$255,042.74
	October	\$325,010.87		\$100,000.00		\$0.00	\$225,010.87
	November	\$347,609.79		\$100,000.00		\$0.00	\$247,609.79
	December	\$354,074.94		\$100,000.00		\$0.00	\$254,074.94
	<b>2019 Totals</b>	<b>\$3,978,076.97</b>	<b>\$1,056,479.75</b>	<b>\$0.00</b>	<b>\$2,298,218.44</b>		
	plus FEMA Money Transfer		\$443,520.25				
	<b>Total Deposits in 2019</b>		<b>\$1,500,000.00</b>	<b>For Project Funding</b>			
2020	January	\$389,408.91	\$0.00	\$100,000.00	\$289,408.91		
	February	\$321,096.39	\$0.00	\$115,000.00	\$206,096.39		
	March	\$480,124.29	\$0.00	\$115,000.00	\$365,124.29		
	April	\$285,988.36	\$0.00	\$115,000.00	\$170,988.36		
	May	\$289,216.47	\$0.00	\$115,000.00	\$174,216.47		
	June	\$284,513.03	\$0.00	\$115,000.00	\$169,513.03		
	July	\$266,122.18	\$0.00	\$115,000.00	\$151,122.18		
	August	\$273,044.23	\$0.00	\$115,000.00	\$158,044.23		
	September	\$392,300.37	\$0.00	\$115,000.00	\$277,300.37		
	October	\$323,507.00	\$0.00	\$115,000.00	\$208,507.00		
	November	\$319,064.63	\$0.00	\$115,000.00	\$204,064.63		
	December	\$351,748.18	\$0.00	\$115,000.00	\$236,748.18		
	<b>2020 Totals</b>	<b>\$3,976,134.04</b>	<b>\$0.00</b>	<b>\$1,365,000.00</b>	<b>\$2,611,134.04</b>		
2021	January	\$325,447.84	\$0.00	\$215,000.00	\$110,447.84		
	February	\$314,822.56	\$0.00	\$215,000.00	\$99,822.56		
	March	\$427,825.57	\$0.00	\$215,000.00	\$212,825.57		
	April	\$320,330.15	\$0.00	\$215,000.00	\$105,330.15		
	May	\$322,464.58	\$0.00	\$215,000.00	\$107,464.58		
	June		\$0.00		\$0.00		
	July		\$0.00		\$0.00		
	August		\$0.00		\$0.00		
	September		\$0.00		\$0.00		
	October		\$0.00		\$0.00		
	November		\$0.00		\$0.00		
	December		\$0.00		\$0.00		
	<b>2021 Totals</b>	<b>\$1,710,890.70</b>	<b>\$0.00</b>	<b>\$1,075,000.00</b>	<b>\$635,890.70</b>		
	<b>17-Month Cumulative Bond Retirement</b>			<b>\$2,240,000.00</b>	<b>of \$5.8M borrowed</b>		
	<b>2-Month Payback for Jail Improvements</b>			<b>\$200,000.00</b>	<b>of \$1.3M borrowed</b>		
	<b>27-Month Cumulative Funds Deposited into General Fund</b>				<b>\$5,545,243.18</b>		

## Storage Concerns for Sheriff's Office

- |                        |  |              |
|------------------------|--|--------------|
| 1. 2- Golf Carts       | 6 ft wide by 10 ft long by 6 ft high   |              |
| 2. 1- Enclosed Trailer | 8 ft wide by 12 ft long by 7 ft high   |              |
| 3. 1 -Enclosed Trailer | 8 ft wide by 12 ft long by 7 ft high   | (Explorers)  |
| 4. Tandem Trailer      | 10 ft wide by 24 ft long               | (Flatbed)    |
| 5. Dive Trailer        | 10 wide by 22 ft long by 10 ft high    |              |
| 6. ERT truck           | 10 ft wide by 24 ft long by 10 ft high |              |
| 7. Bike / SCBA         | 16 ft by 16 ft                         |              |
| 8. Communication Truck | 10 ft wide by 32 ft long by 13 ft high |              |
| 9. Haz-Mat             | 10 ft wide by 30 ft long by 12 ft high |              |
| 10. Display/Cooler     | 16 ft by 16 ft                         | (Fair Items) |
| 11. 2-Go-carts         | 16 ft by 16 ft                         | (Supplies)   |

Four of the above items cannot be blocked, as different groups will need access to the following items: Communication Truck, Haz-Mat Trailer, Dive Trailer, ERT Truck.

**One overhead door must be at least 14 foot tall (Comm Truck). The rest could be 12 foot.**

List does not allow for paper storage.

Other needed to replace Western Ave:

- |   |  |
|---|--|
| 1. Classroom                                | 50 ft by 50 ft.                        |
| 2. Two restrooms                            |  |
| 3. Kitchen area                             |  |
| 4. 2 storage areas<br>Corrections/Specials) | 16 ft by 16 ft. (One ERT the other for |
| 5. Training Room/ Gym                       | 60 ft by 60 ft (Shower area ?)         |

### Storage needs for paper storage:

Would need 200-250 square feet; sturdy shelving to hold boxes

Would have to be secure room within secure area of building -- personnel, jail records must be available only to certain Sheriff's Office personnel.

### General Storage needs:

Approximately 300-400 square feet for storage of general use -- extra equipment, etc.