ERIE COUNTY COMMISSIONERS

REGULAR SESSION

WEDNESDAY, APRIL 8, 2020 **ALL PRESENT**

Commissioner Shenigo called the meeting to order and opened with the Pledge of Allegiance. In order to remain compliant with the Governor's orders, public attendance has been limited and this meeting is accessible through the Zoom platform. Two citizens have phoned in: John Jones of Huron, and Roger Hunker, Development Associate for Apex Energy.

On motion of Mr. Shoffner and second of Mr. Old, Board **approves the minutes of the March 11, March 19 and March 30 Commission meeting** minutes; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board **recesses**; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board enters into the Public Hearing re **Firelands Regional Medical Center Hospital Facilities Revenue Refunding and Improvement Bond**; Roll Call: All Aye

Public Hearing re Firelands Regional Medical Center Bond. Pete explained that FRMC had issued bonds in 2017, and is refinancing those at a lower interest rate and adding an extension to the maturities. These are conduit bonds through Erie County, and do not apply toward our indebtedness. We have no responsibility for payment. He said these remain General Purpose bonds, the same as the original bonds.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the amendment of certain documents in connection with Hospital Facilities Revenue Refunding and Improvement Bond, Series 2017 (**Firelands Regional Medical Center Project**) of the County of Erie, Ohio, approving the reissuance of said Bond in accordance with Section 147(F) of the Internal Revenue Code of 1986, as amended, and related actions; Roll Call: All Aye (#20-127)

On motion of Mr. Shoffner and second of Mr. Old, Board **closes the Public Hearing**; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board **reconvenes**; Roll Call: All Aye

Public Comment. Mr. Hunker reported on the status of the wind turbine project, saying that, although not much is happening because of the restrictions in place due to the pandemic, Apex is still moving forward with the project.

Pete Daniel re Various Issues.

Landfill Bulldozer. Pete reported that the bulldozer used at the Landfill broke down last week. The County was able to find a new one in stock through Ohio CAT, and Pete has executed the credit application and is proceeding with the financing of the equipment. The five-year lease, at an interest rate of 3.35%, includes the option to purchase the dozer for $1.00 at the end of the term.

On motion of Mr. Shoffner and second of Mr. Old, Board authorizes County Administrator Pete Daniel to **execute the lease agreement and other associated documents related to the Caterpillar D6 Dozer** for the Erie County Landfill; Roll Call: All Aye

Electric Supply Agreement. Palmer Energy recently accepted prices on behalf of the County for electricity service at various County buildings. AEP Energy submitted the lowest bid at $.04091 kwh, which is 18% lower than what we are currently paying. This is a two-year, fixed rate contract. Pete noted that this price is also 7% lower than those we received several months ago when we first sent out our Request for Proposals. The Board had previously granted Pete authority to enter into this agreement, so he has signed the contract, and a resolution has been prepared for the Board's formal action today.

Families First Coronavirus Response Act. Pete distributed amendments to the emergency provisions put in place in response to the pandemic. These amended provisions grant 80 hours of emergency sick leave and up to twelve weeks of emergency FMLA. It also allows us the authority to exempt essential personnel from these provisions. As a result, these do not apply to employees at The Meadows, and Operators of Record and substitutes in the Department of Environmental Services. The provisions also amend the County's Personnel Policies, and have been sent to all the departments under the Commissioners, as well as, the elected officials. The officials can adopt our policies, amend them to fit the needs of their offices, or create their own.

Zoom. Today we are testing an audioconferencing option for Commission meetings. Pete believes that the policies we have already put in place (allowing public participation by submitting information to the Clerk or making an appointment) meet the Ohio Revised Code requirements. He has concerns about security issues with the Zoom platform. He also noted that it is still necessary for the Board to sign some of the documents that are prepared for the meetings. Mr. Old said that Franklin County is holding their meetings remotely, and CCAO is working on a policy for the counties that would address electronic signatures. Mr. Shenigo mentioned specific documents that the Board is signing today and said most of them are not necessary.

He believes Pete could handle most of this, reducing the number of people who touch the paperwork. Pete said that is true for most of the documents, since the Board increased his authority, but there are still things that require the Commissioners' signatures. Discussion followed about amending that authority, allowing Pete to take care of more of the paperwork.

On motion of Mr. Old and second of Mr. Shoffner, Board **recesses** to allow Pete and Clerk of the Board Carolyn Hauenstein the opportunity to prepare a resolution amending Resolution No. 20-103, expanding the authority given to Pete in the absence of the Board; Roll Call: All Aye (increasing the limit of contracts and invoices from $100,000 to $500,000; signing payroll reports and Personnel Action Forms)

On motion of Mr. Shoffner and second of Mr. Old, Board **reconvenes**; Roll Call: All Aye

Revenues. Pete has been following correspondence from CCAO and other counties on their response to decreased revenues. Several options included hiring freezes, waiting on capital projects, etc. Montgomery County is implementing a 20% across-the-board budget reduction immediately. We have adjusted our budget in anticipation of lost sales tax, interest income, casino revenues and Local Government Funds, since those are a reflection of tax collections at the State level. Fortunately, Erie County has reserve funds, and efforts will be made to ensure that no County employee is laid off. Mr. Shoffner agreed, saying that the work by past Boards to build up our reserves and Rainy Day Fund puts us in the position that we won't have to take drastic action. We are in a better position than most other counties. Pete mentioned the Budget Commission is already collecting information for the 2021 budget, so we will have to start thinking about next year. Mr. Old said the Commissioners have made it a priority to prepare for a crisis, although he was expecting a recession – nothing like what we are going through now. He believes we need to consider a hiring freeze moving forward. Mr. Shoffner suggested that exempt workers at The Meadows and Environmental Services be considered on a case-by-case basis. It was also mentioned that County Auditor Rick Jeffrey has advised that we have a healthy reserve in our insurance fund which could, potentially, be tapped into as a last resort. Mr. Shoffner asked if a meeting of the Budget Commission should be scheduled to discuss the projected loss of revenues, with Pete saying that the members of that Commission (Auditor Rick Jeffrey, Treasurer Pam Ferrell and Prosecutor Kevin Baxter) would be the ones to make that decision.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution adopting the **second amendment authorizing the Erie County Administrator to perform, in the Board's absence, all functions conferred or incumbent upon the Board in case of a disaster or emergency**; Roll Call: All Aye (#20-128)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with the **State of Ohio Development Services Agency** for the Community Development Block Grant FY 2019 Target of Opportunity Program; Roll Call: All Aye (#20-129)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **budget modifications** re General Operating Fund: Veteran Services; Roll Call: All Aye (#20-130)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution declaring certain Erie County equipment surplus and ordering same to be sold by **Internet auction**; Roll Call: All Aye (#20-131)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **interfund transfers** re Erie County Sewer Fund; Bay View Sewer Rev Bond Payment Fund; and Bayview Sewer Rev Bond Debt Sv R Fund; Roll Call: All Aye (#20-132)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **AEP Energy, Inc**.; Roll Call: All Aye (#20-133 – providing electricity to various Erie County facilities)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make a **supplemental appropriation** re Tourism Promotion – 3% Fund; Roll Call: All Aye (#20-134)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution executing payment of **Then and Now Certification** presented by the County Auditor pursuant to O.R.C. 5705.41(d)1, and authorizing the drawing of warrant(s) in payment of amounts due upon contract or order; Roll Call: All Aye (#20-135)

Mr. Shoffner made a motion to adopt the resolution regarding the labor agreement with the County Engineer’s employees. Pete mentioned that he had not reviewed that, and the Board recessed to give him the opportunity.

On motion of Mr. Old and second of Mr. Shoffner, Board **recesses**; Roll Call: All Aye

On motion of Mr. Old and second of Mr. Shoffner, Board **reconvenes**; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution accepting the agreement reached between the **Erie County Engineer and the American Federation of State, County and Municipal Employees, Council 8, AFL-CIO, Local 1045**; Roll Call: All Aye (#20-136)

On motion of Mr. Shoffner and second of Mr. Old, Board **cancels** the **April 15, April 22 and April 29 Commission meetings**, and will reschedule meetings as necessary; Roll Call: All Aye

Board approves the following Revised Auditor's Certificates:

- **Automation Mailing & Shipping Solutions** in an additional amount of $750.00 re leasing a PostBase 65A automatic mailing system in the Commissioners' Office.
- **FP Mailing Solutions** in an additional amount of $400.00 re leasing a PostBase 65 postage meter in the Commissioners' Office.
- **Greater Lakes Community Action Partnership (GLCAP)/WSOS Community Action Commission, Inc**. in an additional amount of $190,000.00 re providing services related to the Workforce Innovation and Opportunity Act/Comprehensive Case Management and Employment Program (WIOA/CCMEP) and Temporary Assistance for Needy Families/Comprehensive Case Management and Employment Program (TANF/CCMEP) Youth Program through JFS.
- **Aramark Correctional Services, LLC** in an additional amount of $500,000.00 re providing dietary, janitorial and laundry outsourcing services for The Meadows at Osborn Park.
- **CHS Therapy, LLC** in an additional amount of $250,000.00 re providing therapy services to residents at The Meadows at Osborn Park.
- **ICP, Inc. dba Institutional Care Pharmacy** in an additional amount of $100,000.00 re providing pharmaceuticals to The Meadows at Osborn Park.
- **Robert J. Vaschak D.O.** in an additional amount of $40,500.00 re medical director services at The Meadows at Osborn Park.
- **Buckeye Cablevision, Inc**. in an additional amount of $26,000.00 re providing the necessary installation and maintenance to supply standard cable television services at The Meadows at Osborn Park.
- **Wescom Solutions** in an additional amount of $24,000.00 re providing a subscription and service agreement for the PointClickCare application at The Meadows at Osborn Park.
- **ICP, Inc. dba Institutional Care Pharmacy** in an additional amount of $22,000.00 re providing adult incontinent care products for residents at The Meadows at Osborn Park.
- **ICP, Inc. dba Institutional Care Pharmacy** in an additional amount of $17,500.00 re providing respiratory services and equipment for residents at The Meadows at Osborn Park.
- **Carlos Lowell, D.O., LLC** in an additional amount of $10,800.00 re providing mental health services to the residents of The Meadows at Osborn Park.
- **Firelands Corporate Health** in an additional amount of $5,000.00 re providing DOT testing and pre-employment physical testing services for The Meadows at Osborn Park.

- **Blue Technologies, Inc.** in an additional amount of $2,500.00 re providing a lease and service agreement on a Konica Minolta bizhub C454e copier for The Meadows at Osborn Park.
- **DeLage Landen Financial Services, Inc.** in an additional amount of $2,200.00 re leasing a Konica Minolta bizhub C454e for The Meadows at Osborn Park.
- **Direct Supply, Inc. in an additional amount of $1,000.00** re providing maintenance services for a TELS web-based system at The Meadows at Osborn Park.

Board approves Change Order No. 1 to **Landoll Restoration** in the amount of $1,500.00 re Milan Township Hall Accessibility Alterations – CDBG.

Board approves **Request to Carry Over Vacation** for **Anthony Schaefer**, DOES.

Board approves payment of Pay Estimate No. 1 in the amount of $4,097.71 to **N & N Construction Company, Inc**. re Haber Road Structure V-105 Replacement in City of Vermilion and Vermilion Townships for County Engineer.

Board approves Travel Request Form for **Carolea Delong, Rebecca Frisch, Tina Krueger, and Kayla Jessee,** ECDJFS, attending ABD Policy & Hands on Training in Bowling Green, Ohio, on 5/11 – 5/14/20 at no cost.

Board approves Travel Request Form for **Belinda Sibert Biemler, Rebecca Diekman, Ruth Marenberg, Karen Ghezzi or Ann Eckstein**, ECDJFS, attending Toledo District Attorney Networking Meting in Findlay, Ohio, on 5/14/20 at no cost.

Board approves Travel Request Form for **Belinda Sibert Biemler, Rebecca Diekman, and Ruth Marenberg**, ECDJFS, attending OCDA General Membership Meeting in Columbus, Ohio, on 5/21/20 at no cost.

Board approves Travel Request Form for **Belinda Sibert Biemler, Karen Balconi Ghezzi, Deb Haer, AJ Lill or Tina Krueger**, ECDJFS, attending North West OJFSDA Meeting in Findlay, Ohio, on 5/21/20 at no cost.

Board approves Personnel Action Form for **ECDJFS** re **Lisa Irby**, Eligibility Specialist 3, longevity increase effective 3/22/20.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Tikyra Alexander**, PRN STNA, termination due to not working in past 30 days effective 3/31/20; **Melissa Alvarez**, from part-time STNA to PRN STNA effective 3/30/20; **Leanna Bender**, PRN LPN, termination due to not working in past 30 days effective 3/31/20; and **Amber Gentry**, from full-time LPN to PRN LPN effective 3/29/20.

Received letter from United States Department of Agriculture re **limited access to buildings due to COVID-19**.

Received letter from Ohio EPA re **notice of compliance for Explosive Gas Monitoring Probe Report completed at Erie County Landfill**.

Received letter from Health Department **requesting Commissioners to place a 0.5 mil general health renewal levy on November 3, 2020 ballot**. Clerk to prepare legislation.

Received copy of **Monthly Financial Report** from Erie County Auditor for the month ending 3/31/2020, per O.R.C. 319.15.

Received copy of Answer in the Common Pleas Court of Erie County, Ohio, Case No. 2020 CV 0081 re **Pamela Ferrell, Erie County Treasurer, vs. Estate of Wiley McCarty, et al**.

Received letter from County Engineer Jack Farschman re **discussion of Motor Vehicle & Gas Tax Budget at the March 11, 2020 Commission meeting**.

Received letter from County Prosecutor Kevin Baxter **requesting separation pay** for Jean Hilvers, retired effective March 31, 2020. Board approves request, to be paid from the Compensated Reserve Fund.

Received letter from Sheriff Sigsworth requesting $250.00 to be charged for **gasoline credit cards** for the month of May 2020, per O.R.C. 301.27.

Received cover letter and copy of **Jail Meal and Turn Key Report** for the month of March 2020 from Sheriff Sigsworth, per O.R.C. 311.20.

Received letter from Sheriff Sigsworth re **Transportation of Prisoners Report**, per O.R.C. 325.07.

Received copy of Press Release re **Commission meeting scheduled for April 8, 2020 to be held through Zoom**.

Received copy of response letter to County Engineer Jack Farschman from Pete Daniel, County Administrator, re **clarification on revenues for Motor Vehicle Gas Tax Fund**.

Received copy of **2019 Annual Report for Erie County Family & Children First Council**.

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 10:35 a.m.; Roll Call: All Aye

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