

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

THURSDAY, JANUARY 18, 2024

PJS ABSENT

Vice-President Old called the meeting to order at 9:30 a.m. and opened with the Pledge of Allegiance.

County Administrator re Various Issues.

Casino Tax - Collections for casino taxes are estimated to be \$259,000, which is in comparison to \$254,000 Erie County received last January.

Gas Tax - Gas tax collections for January total \$303,000, compared to \$299,000 last January.

Sales Tax - January sales tax collections are estimated to be approximately \$1.722 million, compared to \$1.716 million last January.

County Administrator Hank Solowiej stated that he is working with Serving Our Seniors and the Senior Center on the Healthy Aging Grant. It has been decided to divide the funds for this grant 50/50 between the two agencies. The Prosecutor's Office is currently working on the sub-recipient agreements.

Downtown Office Building Office Hours

Mr. Old stated that last Friday afternoon, he received a call that a resident was trying to make contact with the Auditor's Office and no one answered the phone. Mr. Old was confused by this, as he read in the Sandusky Register that the Auditor's office and all other offices would be open for all services on Friday's. Mr. Old happened to be in the Office Building on Friday. He was there between 12:30 and 1:00 p.m. and was surprised that no one was in the Real Estate Office, and only saw one person in the Recorder's Office and one person in the Auditor's Office. Mr. Old observed that the Treasurer's Office and the Clerk of Courts Office were fully staffed and did see Auditor Jeffrey in the building as well. He mentioned that possibly all 18 employees were out to lunch or perhaps traveling to a conference. Mr. Old is hoping this was an anomaly due to a specific circumstance and not getting back to offices not being opened on Friday afternoons. He stated he really doesn't want to have to get back into cutting budgets.

Travel

Mr. Old asked Hank to compile a list of all travel expenses in 2023. Mr. Old would like to remind everyone that all employees need a travel form when traveling outside of the county. Mr. Old is hoping that the services for citizens are not being disrupted due to excessive travel. Mr. Old asked for Hank to do a trend analysis on the travel line item for all departments over the past few years.

On motion of Mr. Shoffner and second of Mr. Old, Board **approves the January 3rd and January 8, 2024 Erie County Commission meeting minutes;**
Roll Call: Both Aye

On motion of Mr. Shoffner and second of Mr. Old, Board reappoints Transportation Planner **Kevin Cannon**, Financial Planner **Zach Rospert**, and appoints Planner **Ellen Schirg** to be alternates on the **Board of Revision** expiring December 31, 2024; Roll Call: Both Aye

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution declaring certain items surplus and ordering same to be **discarded or salvaged;** Roll Call: Both Aye (#24-16)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment for services and supplies** provided to: Erie County Community Foundation, Sandusky Paint Co., and Interstate Batteries; Roll Call: Both Aye (#24-17)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a Service Agreement Contract with **Wadsworth Services Northwest;** Roll Call: Both Aye (#24-18 - ECDJFS HVAC controls project - \$234,000)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an independent contractor agreement with **Jack A. Jones;** Roll Call: Both Aye (#24-19 - consulting services for public utility environmental projects for DOES)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **supplemental appropriations** re Erie County Sewer Fund; and Landfill Operations Fund; Roll Call: Both Aye (#24-20)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **interfund transfers** re Workforce Innovation & Opportunity Act Fund; Childrens Services Fund; and Public Assistance Fund; Roll Call: Both Aye (#24-21)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **budget modifications and supplemental appropriations** re General Operating Fund: Commissioners General, Board of Elections, Probate Court, and County Court; Motor Vehicle License & Gas Tax Fund; Municipal Court - Research Computer Fund; Capital Improvements - Municipal Court Fund; Drug Court - SOR Grant Fund; Special Docket Subsidy Grant - Tone Fund; TCAP Adult Probation 2023-2025 Fund; Emergency Management Fund; Senior Citizen Levy Fund; Compensated Reserve Fund; and ARPA - American Rescue Plan Act Fund; Roll Call: Both Aye (#24-22)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution confirming an agreement between **Erie County Court of Common Pleas, Juvenile Division and Ottawa County Juvenile Court**; Roll Call: Both Aye (#24-23 - providing juvenile detention services for Ottawa County male and female juveniles effective until 12/31/24)

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: Both Aye (#24-24)

On motion of MR. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Buehrer Group Architecture & Engineering, Inc.**; Roll Call: Both Aye (#24-25 - providing HVAC renovations at the Annex Building - \$10,500)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Applied Specialties, Inc.**; Roll Call: Both Aye (#24-26 - providing treatment chemicals (polymer-liquid emulsion form) for DOES - \$40,880 effective until 12/31/24)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Polydyne, Inc.**; Roll Call: Both Aye (#24-27 - providing treatment chemicals (Sodium Aluminate Solution) for DOES - \$20,160 effective until 12/31/24)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Kemira Water Solutions, Inc.**; Roll Call: Both Aye (#24-28 - providing ferrous chloride solution chemicals for DOES \$40,860 effective until 12/31/24)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Bonded Chemicals**; Roll Call: Both Aye (#24-29 - providing treatment chemicals (Sodium Hypochlorite Solution and Sodium Bisulfite) for DOES \$80,700 effective until 12/31/24)

Board approves Revised Auditor's Certificate for **Omni Fiber** in an additional amount of \$98,580 re providing PRI, Fiber, and Adtran phone services for county phone lines.

Board approves the following **Revised Auditor's Certificates**:

Clerk of Courts

- **US Bank Equipment Finance** in an additional amount of \$7,500 re lease Ricoh MP 6055SP, 4055SP, 2555SP color copiers
- **Omni Fiber** in an additional amount of \$766.56 re providing PRI, Fiber, and Adtran phone services for county phone lines.

Dog Pound

- **Omni Fiber** in an additional amount of \$574.92 re providing PRI, Fiber, and Adtran phone services for county phone lines.

DOES

- **DeLage Landen Financial Services** in an additional amount of \$1,248 re leasing a Konica Minolta bizhub C308 printer/copier/scanner
- **US Bank** in an additional amount of \$3,200 re providing maintenance on a Xerox B7025H2 color copier
- **Smartbill** in an additional amount of \$102,200 re processing monthly utility bills
- **ADS, LLC** in an additional amount of \$52,800 re installing and monitoring sewer master meters and rain gauges
- **Blue Technologies** in an additional amount of \$1,200 re providing service agreement on a Konica Minolta bizhub C308 printer/copier/scanner
- **DeLage Landen Financial** in an additional amount of \$2,100 re of leasing a Sharp MX-2651 scanner/color copier
- **Gardiner Service** in an additional amount of \$6,016 re providing cooling tower maintenance services
- **Gardiner Service** in an additional amount of \$3,435 re providing HVAC maintenance services
- **Omni Fiber** in an additional amount of \$2,970.60 re providing PRI, Fiber, and Adtran phone services

Facilities Department

- **Omni Fiber** in additional amounts of \$48,775.44 and \$6,420.36 re providing PRI Fiber, and Adtran phone services

Regional Planning

- **Great Lakes Community Action Partnership** in an additional amount of \$99,790 re administering and implementing the CHIP grant

Human Resources

- **Superior Dental Care, Inc., SDC Medical Mutual** in an additional amount of \$25,000 re administering dental insurance coverage for Erie County employees
- **US Bank Equipment Finance** in an additional amount of \$3,200 re lease for a Xerox VersaLink C7030T2 copier
- **Medical Mutual** in an additional amount of \$250,000 re administering dental insurance coverage for Erie County employees

The Meadows at Osborn Park

- **Direct Supply, Inc.** in an additional amount of \$1,200 re providing maintenance services for a TELS web-based system
- **VIP Supreme Staffing** in an additional amount of \$25,000 re providing the planning and execution of the Nurse Aide education program
- **PointClickCare** in an additional amount of \$30,000 re providing a subscription and service agreement for the PointClickCare application
- **Aramark Correctional Services, LLC** in an additional amount of \$500,000 re providing dietary, janitorial and laundry outsourcing services
- **CHS Erie Management** in an additional amount of \$280,000 re providing management services necessary for the efficient administration and operation
- **Omni Fiber** in an additional amount of \$5,270.40 re providing PRI Fiber, and Adtran phone services.
- **Robert J. Vaschak D.O.** in an additional amount of \$30,000 re providing medical director services
- **Blue Technologies, Inc.** in an additional amount of \$2,500 re providing a service agreement on a Konica Minolta C550i color/printer/scanner and Konica Minolta 360i copier/printer/scanner
- **DeLage Landen Financial Services, Inc.** in an additional amount of \$2,700 re leasing Konica Minolta C550i color/printer/scanner and Konica Minolta 360i copier/printer/scanner
- **Frontline Healthcare Staffing, LLC** in an additional amount of \$10,000 re providing staffing services for healthcare professionals
- **Select Rehabilitation, LLC** in an additional amount of \$300,000 re providing rehabilitation services for residents
- **ICP, Inc.** in an additional amount of \$12,000 re providing respiratory services and equipment
- **ICP, Inc. dba Institutional Care Pharmacy** in an additional amount of \$32,000 re providing adult incontinent care products for residents
- **ICP, Inc.** in an additional amount of \$120,000 re providing pharmaceuticals
- **Health Agree, LLC** in an additional amount of \$10,000 re providing staffing support services
- **Firelands Corporate Health** in an additional amount of \$6,000 re providing DOT testing and pre-employment physical testing services
- **Buckeye Cablevision, Inc.** in an additional amount of \$30,000 re providing the necessary installation and maintenance to supply standard cable television services
- **Carlos Lowell, D.O., LLC** in an additional amount of \$7,200 re providing mental health services to the residents
- **Med1Care** in an additional amount of \$50,000 re providing staffing support services

The Meadows at Osborn Park continued

- **Symphony Diagnostic Services No. 1 dba Mobilex USA** in an additional amount of \$1,200 re providing portable diagnostic services (x-ray, cardiac and ultrasound) to residents
- **Plante & Moran** in an additional amount of \$10,500 re providing assistance with monthly accounting on the PointClickCare System
- **Stericycle** in an additional amount of \$600.00 re providing biomedical waste collection, disposal and treatment
- **American Health Association (AHA)** in an additional amount of \$3,000 re providing clinical lab services for patients
- **Advanced Entry, LLC** in an additional amount of \$1,500 re providing a desktop face recognition temperature scanning kiosk, printer and software licensing

Prosecutor's Office

- **US Bank Equipment Finance** in an additional amount of \$9,100 re providing a lease for Xerox AltaLink B8075H2 copier

Public Defender's Office

- **Omni Fiber** in an additional amount of \$1,245.72 re providing PRI Fiber, and Adtran phone services.

Recorder's Office

- **DeLage Landen** in an additional amount of \$2,000 re leasing a Konica Minolta bizhub 458e printer/copier/scanner
- **Tyler Technologies Inc.** in an additional amount of \$39,098.00 re providing a maintenance and support agreement for software

Sheriff's Office

- **DeLage Landen Financial Services, Inc.** in an additional amount of \$2,350.00 re leasing Sharp MX-M4051 and MX-M2651 copiers
- **Doug H. Kilbride** in an additional amount of \$16,675.80 re radio tower agreement
- **Executive Cleaners** in an additional amount of \$2,500 re dry cleaning services
- **FTG of Greater Ohio, LLC** in an additional amount of \$3,000 re lease and maintenance on HP E67550 and HP M552 color LaserJet copiers
- **Aramark Correctional Services LLC** in an additional amount of \$65,000 re providing inmate food services

Board executes **Proclamation** re Martin Luther King, Jr. Day.

Commissioner Old executes letter to Ohio Bureau of Motor Vehicles, Vehicle Information Services, Special Plates, P.O. Box 16521, Columbus, Ohio re **authorization for Fleet Manager Roger Stanley or Administrator Hank Solowiej to sign documents relating to vehicle titles or plates on behalf of Erie County Commissioners.**

Board approves Equipment Outlay and Request Form for **Sheriff's Office** re two fuel tanks for patrol boat in the amount of \$39,600.

Board approves Travel Request Form for **John Kromer**, DOES attending Water Supply 1 test in Middleburg Heights, Ohio, on 1/5/24 at no cost.

Board authorizes expenses for **Neil Yingling**, ECDJFS, attending Ohio Council on Welfare Fraud Annual Training Conference and Board Meeting in Newark, Ohio, on 3/20 - 3/22/24 in an estimated amount of \$251.25.

Board approves Travel Request Form for **Julie Kyer**, ECDJFS, attending Basic Financial Exploitation/Investigating Financial Exploitation in Oak Harbor, Ohio, on 3/27/24 at no cost.

Board approves Personnel Action Forms for **ECDJFS** re **Robyn Forrest**, Telephone Operator 2, employment effective 1/22/24; **Amber Jenkins**, Deputy Director - Community Services, rate increase due to 10 year longevity effective 1/11/24; **Laryn Miller**, Social Service Worker 3, rate increase due to five year longevity effective 2/3/24; and **Lynne Weaver**, Investigator 2, rate increase due to 10 year longevity effective 1/11/24.

Board approves Personnel Action Form **The Meadows at Osborn Park** re **Doris Green**, full-time LPN, employment effective 1/22/24; **Joleigh Likes**, full-time STNA, rate decreases due to moving to first shift effective 1/7/24; **Donna Luttmann**, full-time RN, employment effective 1/8/24; **Shanice Pace**, full-time STNA, rate change due to moving to first shift effective 1/21/24; and **Brooke Parker**, full-time LPN, employment effective 1/12/24.

Board approves Request for Recruitment for **Engineer's Office/Highway Department** re **Equipment Operator 1.**

Received letter from **Safe Harbour Domestic Violence Shelter** re statistics for fourth quarter of 2023.

Received cover letter and copy of **County Engineer's Inventory Spreadsheet** as of 12/31/23, per O.R.C. 305.18.

Received copy of **Shores & Islands Ohio** October - December 2023 Quarterly Update, financials as of December 2023, organizational goals for 2023, minutes from 12/20/23, and annual report for 2023.

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at
9:55 a.m.; Roll Call: Both Aye

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