

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

WEDNESDAY, MARCH 11, 2020

ALL PRESENT

Vice President Old called the meeting to order at 9:05 a.m. and opened with the Pledge of Allegiance. Mr. Shenigo arrived at 9:12 a.m.

Pete Schade, Health Commissioner, re Coronavirus Update. Brian Shanle of Kalahari was also present for this session. He thanked Pete Schade for the level of communication and presentation of facts coming from the Health Department, noting that they are always ahead of the game.

Mr. Schade advised that the Health Department has stepped up operations, functioning a little differently since the class of the COVID-19 virus changed in late January and early February. He distributed copies of the Pandemic Influenza Response, reviewed and updated last week, and stressed that the Department receives Federal funding every year to be prepared. Plans are in place and information is available for use by local governments and households. There are 150 people ready to canvas the County, and he is watching specific neighborhoods if things become more dire.

The Department is working closely with nursing homes, hospitals and the Veterans Home. He noted that Cedar Point may face difficulty with recruiting because of the number of international students they employ every summer.

There are a limited number of masks and gowns in the County, which are being set aside for first responders and caregivers. There are not enough kits to test everyone, so these are used for those who are hospitalized or have travelled recently.

Mr. Schade brought one-gallon buckets with him, and gave directions for a solution of water, sanitizer and bleach to be used to clean surfaces in offices and common areas in the County buildings. He said that this virus is different than those we've dealt with in the past, and has a longer life on hard surfaces. He recommends having an employee on each floor coordinate teams to clean every few hours, in addition to the deep cleaning already done by custodians, for the next 6 - 8 weeks. He also encouraged everyone to follow commonly-known practices of handwashing, sneezing and coughing into your elbow, and using hand sanitizer. He cautioned that there are scams and bad information being circulated, and said that up-to-date information is available at State and CDC websites.

Mr. Old mentioned that the State is moving voting precincts from nursing homes, etc., to protect residents there. He is concerned that one of them is the OVH. He believes the State is not aware that the OVH is a closed site with only resident of that facility voting there. By closing that, it will be necessary to transport veterans to other locations - something that does not make sense during this time. Pete Daniel said that there are efforts being made to resolve that issue.

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

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

Public Comment.

Mary Bakewell of Bogart Road reviewed the history of the widening project from 2000, citing evidence of poor workmanship and retaliation by the County Engineer, his employees and the contractor. One of the many issues she referred to involved the placing of stone along the berm. She presented letters from four residents - Roger and Deborah Gundlach, 5306 Columbus Avenue; Dr. Greg Hicks, 419 E. Bogart Road; John and Marilyn Parker, 919 E. Bogart Road, and Bryan Huntley, 5207 Columbus Avenue (the corner of Bogart and Columbus Avenue). They all expressed concerns that Bogart Road may be on the schedule to be seal coated (tar and chip) this summer. Finance Director Ed Widman, who was present for the Consolidated Budget Hearing, presented the list of road projects proposed by the County Engineer for 2020. It showed that Bogart Road will receive thinlay, not chip seal. Mr. Shenigo said that process is what he's been promoting for years. When the State increased the gas tax last year, the Commissioners had made it clear to the County Engineer that they wanted County roads repaved or resurfaced instead of chip seal.

Consolidated Budget Hearing - Outside the General Fund.

Probate Court - this General Fund budget was postponed until today because of an illness in the office. Kate Eyster was present and reviewed Judge McGookey's requests. She was able to negotiate a better price for the copier, so she will purchase it for \$4,000 rather than leasing at a cost of \$6,000. It was suggested she use funds from the account set up for murder trials when expert attorneys are needed for special cases (\$16,000). The Indigent Guardianship Fund was discussed, with Kate saying that \$10,000 was added to the account last year, and another \$5,000 was transferred from another account. Mr. Shenigo mentioned that the Mental Health Board has \$6 million and could pay for some of those costs. However, Kate said that not all the cases qualify under their criteria. Probate does work with MH&R, the DD Board and Catholic Charities, and they each have their own guidelines. Mr. Shenigo asked her to get the criteria used by the Mental Health Board, the number of clients they paid for, and how many they wouldn't pay for.

Jury mailings were also mentioned, which will be discussed at a meeting this week with the Judges, Pete and Mr. Shenigo. Mr. Shoffner asked for an estimate of the time and cost for each court to prepare and all jury notices.

Dog & Kennel Fund: no requests were submitted, but revenues were questioned. Since most of the Dog Warden's income is from tag sales, the \$326,750 provided by the Tax Commission doesn't reconcile with the \$282,685 she collected in 2019. Finance was directed to reduce her salary and benefits numbers and increase her revenues.

Recorders Equipment Fund: Barb Sessler explained her request of \$15,673 for a scanning project, saying that this is a contract with a company with proprietary software to enhance scanning documents in old books. This phase involves scanning indices. She pointed out that she has a healthy balance in this account (\$140,921 at the end of 2019). Barb is also asking for \$12,000 to replace seven computers. However, the Commissioners were reluctant to replace them since they are working well, although they are out of warranty. Barb said that IT approved the request. Mr. Shenigo directed Pete to talk to the IT Director about this.

DD Levy: Superintendent Carrie Beier and Director of Business Services Rachel Malone were present. Carrie started out by saying that they do not have anyone on the waiting list for services. Pete Daniel said that this budget is always set for the worst case scenario but that level of spending is never reached. Mr. Old agreed, saying that they should budget closer to their actual spending.

Department of Environmental Services:

- Landfill - Utilities Director Dave Moyer and DOES Fiscal Officer Pete Jackson reviewed changes to this budget, including additional money for the dozer service contract, increased litigation expenses and adjusted revenues to reflect \$1 million from NASA dirt. Mr. Old told them he doesn't see the need for more wind fence (\$55,000) or the amount of stone requested for the new road, and said the \$110,000 requested should be cut by \$50,000 or \$55,000.
- Sewer District - Pete Jackson added \$3,100 for electrical upgrades at the Mitiwanga Treatment Plant, and said that revenues were increased to \$700,000 due to the amount of NASA leachate we are receiving.
- Water District A - budget adjustments reduced the supplies line, removed ODOT materials and the Route 101 main break, and took out \$10,000 in services. A four-wheel drive loader for \$79,300 was added. However, Mr. Shenigo doesn't believe they need equipment that large, and directed Dave to talk to someone at Equipment Construction Supply, since they have what he thinks is needed.
- Solid Waste Management District: no changes from the budget originally presented. Mr. Old told Pete to adjust the budget for services, since the hauler has increased the cost for recycling container pulls.

On motion of Mr. Old and second of Mr. Shoffner, Board **recesses** at 11:25 a.m.; Roll Call: All Aye

On motion of Mr. Shenigo and second of Mr. Old, Board **reconvenes** at 11:35 a.m.; Roll Call: All Aye

Consolidated Budget Hearing - Outside the General Fund - continued.

Clerk of Courts - Title Administration: salary and travel requests mirror those already reviewed in the Clerk's Judicial Office.

Common Pleas Court - Tone - Special Projects Fund, Domestic Special Projects Fund, and Foreclosure Action Special Projects Funds: the Judge should spend funds down from these funds before using General Fund dollars. After the first five pay periods of 2020, no salaries will be paid from these Special Funds.

County Court - Capital: repairing parking lot sink holes and the sound system in the courtroom (\$70,000) as requested by Judge Lux and agreeable to Judge Kamm.

Motor Vehicle & Gas Tax: the Commissioners questioned \$557,250 for undocumented expenses and said they cannot appropriate the money without an explanation. It was noted that spending exceeds revenues, and only \$41,869 is projected as the ending balance. It was also mentioned that the Commissioners do not want to spend \$515,000 on chip seal projects.

Adult Probation, Intensive Supervision Grant, Intensive Supervision 408 Grant, and TCAP Funds: Pete noted that they are not spending all the grant dollars they could on salaries and benefits. If those funds aren't used, they are returned to the State. Finance has a meeting scheduled tomorrow to finalize these numbers. It was also mentioned that pay increases were given last year outside budget policies.

Treasurer and Prosecutor DRETAC (Delinquent Real Estate Tax Assessment Collection Funds): with the Treasurer having an ending balance of \$373,262 compared to the Prosecutor's negative balance (-\$31,629), the Commissioners said there has to be a way to fix this problem.

Final decisions on budget requests will be made next Wednesday, March 18.

On motion of Mr. Shoffner and second of Mr. Old, Board **changes the starting time of the March 18 Commission meeting to noon**; Roll Call: All Aye

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 (#20-94)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment to FTG of Greater Ohio for services provided to the Common Pleas Court - Judge Tone**; Roll Call: All Aye (#20-95)

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 (#20-96)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment to Erie County General Health District for supplies provided to the Sheriff's Office**; Roll Call: All Aye (#20-97)

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 (#20-98)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with the **County Commissioners Association of Ohio Service Corporation (CCAOSC)** for the purpose of participating in the 2021 Workers' Compensation Group Retrospective Rating Plan; Roll Call: All Aye (#20-99)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement amendment with **Sudsina & Associates, LLC**; Roll Call: All Aye (#20-100 - reflecting changes in the scope of financial services to include debt proceedings)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with the **Erie County Common Pleas Court - Juvenile Division**; Roll Call: All Aye (#20-101 - providing Title IV-D clerical services for Job and Family Services, Child Support Enforcement Agency)

Rick Scheel, on behalf of the Heritage Society of Erie County, asked about the dated keystone from the Columbus Avenue bridge that is being replaced this summer. He wondered what could be done to save that and have it displayed at the Heritage Museum at the Fairgrounds. He was directed to talk to the County Engineer before it is discarded.

Board approves the following Revised Auditor's Certificates:

- **Blue Technologies, Inc.** in an additional amount of \$500.00 re providing a service agreement on a Konica Minolta bizhub C558 printer/copier/scanner for Commissioners' Office.
- **Republic Services** in an additional amount of \$39,950.00 re recycling services at DOES.
- **Ohio Telecom** in an additional amount of \$28,020.00 re providing telephone services for Facilities Department.
- **Republic Services of Sandusky/Allied Waste** in an additional amount of \$12,500.00 re providing trash hauling services for Erie County facilities.

- **Republic Services of Sandusky/Allied Waste** in an additional amount of \$2,500.00 re providing trash hauling services for Erie County facilities.
- **Ohio Telecom** in an additional amount of \$2,350.00 re providing telephone services for Facilities Department.
- **Gene Ptacek & Son Fire Equipment Co., Inc.** in an additional amount of \$1,769.12 re replacing the fire alarm system at Juvenile Justice Center.
- **Medical Mutual Services, LLC** in an additional amount of \$65,000.00 re providing specific and aggregate stop loss insurance for Erie County medical benefits.
- **Medical Mutual Services, LLC** in an additional amount of \$25,000.00 re providing third party administrative services for the Erie County employee health benefit.
- **Erie County Commissioners** in an additional amount of \$54,429.84 re leasing property located at 221 West Parish Street (ECDJFS).
- **Management & Network Services, LLC** in an additional amount of \$750.00 re providing networking services related to care coordination, consulting, and claims submission on behalf of The Meadows at Osborn Park.

Board executes letter to Chip Tansill, Assistant Quartermaster General, Adjutant General's Department, 2825 West Dublin Granville Road, Columbus, **expressing an interest in sale of armory building** to County.

Board executes letter to Erie County Economic Development Corporation, **supporting Firelands Forward Application to the Industry Sector Partnership Grant Program.**

Board approves **Ohio Department of Transportation 2019 County Highway System Mileage Certification**, per O.R.C. 4501.04.

Board approves Travel Request Form for **Rick Jeffrey**, Auditor, attending Executive & Legislative Committee Meeting in Westerville, Ohio, on 3/5/20 at no cost.

Board authorizes expenses for **Rick Jeffrey**, Auditor, attending Pipeline Value Meeting - State School Association and County Auditors in Columbus, Ohio, on 3/16/20 in an estimated amount of \$15.00.

Board approves Travel Request Form for **Rick Jeffrey, Toni Fritz** and **Niki Woodruff**, Auditor's Office, attending Ohio Department of Taxation Agricultural Advisory Committee Meeting in Columbus, Ohio, on 3/26/20 at no cost.

Board authorizes expenses for **Barbara Forrest**, Clerk of Courts, attending OCCA Monthly Meeting in Columbus, Ohio, on 3/17 and 3/18/20 in an estimated amount of \$236.60.

Board authorizes expenses for **Patrick Quinn**, Common Pleas Court - Tone, attending OAM 2020 Spring Conference in Sandusky, Ohio, on 4/28 - 5/1/20 in an estimated amount of \$250.00.

Board authorizes expenses for **Luis Ceja** and **Jackson Schaefer**, DOES - Water, attending 58th Annual Water Workshop in Columbus, Ohio, on 3/10 and 3/11/20 in an estimated amount of \$758.70.

Board approves Travel Request Form for **Tim Jonovich** and/or **Kim Johnson**, EMA, attending North Central Sector EMAO Meeting in Ashland, Ohio, on 3/20/20 at no cost.

Board approves Travel Request Form for **Melissa Bayer Smith**, FCFC, attending Regional Ohio Family and Children First Meeting in Findlay, Ohio, on 3/26/20 at no cost.

Board authorizes expenses for **Matt Wilson**, Human Resources, attending PHR/SPHR, SHRM-CP/SHRM-SCP 16-week Online Prep Course from 3/10 - 6/26/20 in an estimated amount of \$975.00.

Board approves Travel Request Form for **Matt Wilson**, Human Resources, attending County Loss Control Coordinators Association of Ohio Meeting in Bellville, Ohio, on 4/3/20 at no cost.

Board approves Travel Request Form for **Matt Wilson**, **David Miller** and **Natalie Weber**, Human Resources, attending Bugbee & Conkle's Annual Labor, Employment and Workers' Compensation Seminar in Maumee, Ohio, on 5/8/20 at no cost.

Board authorizes expenses for **Emeline Clyburn**, ECDJFS, attending Comprehensive Addiction and Recovery Act Training in Tiffin, Ohio, on 3/30/20 in an estimated amount of \$10.00.

Board approves Travel Request Form for **Carolea Delong**, **Rebecca Frisch**, **Kayla Jessee** and **Tina Krueger**, ECDJFS, attending SNAP Policy and SNAP Hands on Training in Bowling Green, Ohio, on 4/1 - 4/3/20 at no cost.

Board authorizes expenses for **Michelle Schultz**, **Rebecca Diekman**, **Belinda Sibert Biemler**, **Amber Hohler** and **Brian Bixler**, ECDJFS, attending Spring Information Sessions for TPOC's/LSC's Hands on Training in Toledo, Ohio, on 4/2/20 in an estimated amount of \$15.00.

Board approves Travel Request Form for **Tina Krueger**, ECDJFS, attending Spring Information Sessions for TPOC's/LSC's Hands on Training in Columbus, Ohio, on 4/8/20 at no cost.

Board authorizes expenses for **Penny Nixon** and **Emmie Clyburn**, ECDJFS, attending Leadership in Child Welfare Training in Toledo, Ohio, on 4/15 and 4/16/20 in an estimated amount of \$10.00.

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 4/16/20 at no cost.

Board approves Travel Request Form for **Carolea Delong, Rebecca Frisch, Kayla Jessee, and Tina Krueger**, ECDJFS, attending TANF Sanction Policy Meeting in Bowling Green, Ohio, on 4/16 and 4/17/20 at no cost.

Board approves Travel Request Form for **Carolea Delong, Rebecca Frisch, Tina Krueger, and Kayla Jessee**, ECDJFS, attending TANF Sanction Policy and TANF Hands on Training in Bowling Green, Ohio, on 4/20 - 4/23/20 at no cost.

Board authorizes expenses for **Belinda Sibert Biemler**, ECDJFS, attending Ohio Child Support Directors' Association Spring Training in Columbus, Ohio, on 4/27 and 4/28/20 in an estimated amount of \$227.00.

Board approves Travel Request Form for **Amber Jenkins**, ECDJFS, attending Rapid Response/RACI Meeting in Lima, Ohio, on 4/28/20 at no cost.

Board authorizes expenses for **Tamara Kilbride** and **Lori Stith**, Prosecutor's Office, attending Pediatric Sexual Assault Nurse Examiner training in Cincinnati, Ohio, on 3/23/20 and 3/24/20 in an estimated amount of \$910.79.

Board authorizes expenses for **Carrie Whitaker**, Regional Planning, attending Erie Basin Resource Conservation and Development Council Meeting in Norwalk, Ohio, on 3/13/20 in an estimated amount of \$10.00.

Board approves Personnel Action Form for **Commissioners' Department** re **Hank Solowiej**, Fiscal Administrator, rate increase as indicated in initial probation period effective 3/9/20.

Board approves Personnel Action Form for **DOES** re **Tanner Thompson**, Equipment Operator II - Landfill, employment effective 3/16/20.

Board approves Personnel Action Form for **ECDJFS** re **Katherine Smith**, Social Services Worker 3, resignation effective 3/27/20.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Toni Hawes**, full-time STNA, paid administrative leave effective 3/3/20; **Toni Hawes**, full-time STNA, resignation effective 3/13/20; **Jonalyn Johns**, PRN STNA, employment effective 3/9/20; **Tamura Mock**, from full-time STNA to part-time STNA effective 2/1/20; and **Karmen Truitt**, full-time LPN, rate increase due to completion of probation effective 3/6/20.

Board approves **Request for Recruitment** for Job & Family Services re Social Services Worker 3.

Received two letters from Dickinson Wright, PLLC, 150 E. Gay Street, Suite 2400, Columbus, re **Second Notice - proposed major utility facility for Firelands Wind, LLC**.

Received Notice of Effective Date of Eighth Amended Joint Plan of Reorganization of FirstEnergy Solutions Corp. and its Debtor Affiliates in regard to **FirstEnergy Solutions Corp., et al.**, Case No. 18-507578 (AMK) in the United States Bankruptcy Court, Northern District of Ohio, Eastern Division.

Received copy of Notice of Chapter 7 Bankruptcy Case - No Proof of Claim Deadline re **Angela M. Baron, 11906 W. Lake Road, Vermilion**, Case No. 20-30606-maw in the United States Bankruptcy Court, Northern District of Ohio. Referred to Prosecutor.

Received copy of letter to Regional Planning Director Steve Poggiali from Perkins Local School District **supporting the tax abatement request sought by Firelands Regional Medical Center for construction of primary care facility in Perkins Township**.

Received Answer of Defendant Civista Bank, FKA The Citizens Banking Company in regard to **Pamela Ferrell, Erie County Treasurer vs. Estate of Wiley McCarty, et al.**, Erie County Common Pleas Court Case No. 2020 CV 0081.

Received Answer of Defendant Civista Bank, FKA The Citizens Banking Company in regard to **Pamela Ferrell, Erie County Treasurer vs. Estate of Wiley McCarty, et al.**, Erie County Common Pleas Court Case No. 2020 CV 0082.

Received letter from Sheriff Sigsworth requesting \$250.00 for monthly estimate for **gasoline credits** to be charged for the month of April 2020, per O.R.C. 301.27.

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

Received copy of letter to James Buderer, President, and Matthew Buderer, Vice-President, Buderer Drug Company, 633 Hancock Street, Sandusky from Pete Daniel, County Administrator, **denying request for discounted fees at landfill for demolition materials.**

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 12:15 p.m.; Roll Call: All Aye

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mtg20-11