

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

WEDNESDAY, MARCH 18, 2020

ALL PRESENT

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Commissioner Shenigo called the meeting to order at 9:35 a.m., and opened with the Pledge of Allegiance.

On motion of Mr. Old and second of Mr. Shoffner, Board recesses into **Executive Session** re **Litigation** with Gerhard Gross; Roll Call: All Aye

On motion of Mr. Shenigo and second of Mr. Old, Board **reconvenes** at 9:55 a.m.; Roll Call: All Aye (Gerhard Gross left the meeting)

**Budget Work Session.** It was discovered that there was an error in one of the financial reports, so the meeting was recessed to allow Finance to make the necessary correction.

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

**Pete Daniel re Various Issues.**

**Emergency Legislation.** Every year, the Board adopts a resolution granting additional authority to Pete in the event of an emergency. In response to the COVID-19 pandemic, legislation has been prepared giving more specific duties to Pete in the case a quorum is not met for a Commission meeting. In addition to signing bills, approving Human Resources functions, and entering into limited contracts, Pete will now have the authority to approve payment of invoices up to \$100,000, sign the docket, and move budget dollars without a resolution.

A resolution is ready for the Board's approval declaring an emergency in Erie County. Once the Emergency Operations Center (EOC) was opened, that may have been sufficient to qualify for Federal funds. However, in order to make sure we have everything in place, it has been suggested that an emergency be declared officially by legislation.

**Sales Tax.** Fiscal Administrator Hank Solowiej reported that December sales were up \$100,000. Although this looks encouraging, there is concern now about collections this summer will be impacted because of the pandemic and orders from the Governor limiting the size of people gathering. Sales tax projections will be modified to reflect that.

**2020 Budget.** Pete mentioned that it is a good thing that we are just now finalizing the budget. If the budget had been adopted at the end of 2019, we would find ourselves in a situation where we would have had to reduce the elected officials' budgets. He will be closely monitoring sales tax, casino revenues, Local Government Funds and investment

earnings. He believes, because of the uncertainty, it would be prudent to hold the budget requests submitted by the departments and elected officials for a couple of months and revisit those when we have a better understanding of the impact the pandemic had on the budget. He said this will keep full employment, and we won't have to do any budget cuts. Mr. Old noted that we have over \$2 million in requests above what was spent last year. Mr. Shoffner agreed that we should wait, and said that the County has done a good job in the past. We do have resources, such as the Rainy Day Fund and reserves in the General Fund, if we do need to tap into those.

### **Budget Work Session.**

Clerk of Courts - Title Administration - Luvada Wilson's request for salary increases (\$9,016), replacing computers (\$3,376), and additional travel expenses (\$2,000) were discussed. Mr. Old said we need to tell everyone that there will be no travel. Pete said it would not be right to give Luvada's Title employees a raise, while putting increases for her Civil employees on hold. The Commissioners approved the purchase of the computers.

Common Pleas Court - Tone - Special Projects Fund, Domestic Special Projects Fund, Foreclosure Action Special Projects Fund - the numbers presented are those calculated by the Finance Department. Pete plans to talk to Judge Tone and encourage him to pay as many expenses as he can from these funds before spending General Fund dollars.

Recorders Equipment Fund - Mr. Old questioned Barb Sessler's need for seven replacement computers. It was decided to approve three at this time.

County Court - Capital - the Commissioners denied the \$70,000 request for parking lot repairs and a sound system in the courtroom.

Motor Vehicle and Gas Tax Fund - this budget will have a negative balance if spending continues. Requests for supplies (\$557,250) and services (\$267,254), with no documentation provided, were denied. The \$515,000 that Jack Farschman has budgeted for chip seal will be removed and added to the \$835,000 set aside for thinlay. The Commissioners stressed that they will not sign any contract placing chip seal (tar and chip) on County roads.

Bay View Sewer District and Erie County Sewer District - both funds have healthy balances. However, Pete said that the pandemic could affect revenues, and recommends holding on any personnel and vehicle requests. The Board approved replacing lift station pumps.

Water Districts A and B - the purchase of a four-wheel drive loader (\$81,800 total for both Districts) was disapproved, and personnel requests will be reviewed later in the year.

Landfill - the Board approved capital requests (stone for new road - \$60,000; fence repair - \$18,000; three gas well pumps - \$9,000; rephrase cells - \$150,000; dozer - \$94,200; used roll off truck - \$70,000; redrilling three pinched as wells - \$50,000) and will wait until summer to consider personnel requests.

Treasurer and Prosecutor Delinquent Real Estate Tax Assessment Collection Funds - to rectify the issue with surplus in the Treasurer's account and a negative balance in the Prosecutor's account, the Commissioners directed Finance to add a line item under expenses in the amount of the Prosecutor's deficit (\$31,629), and transfer that, showing it as revenue for the Prosecutor.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **amending the authorization of the Erie County Administrator to perform, in the Board's absence, all functions conferred or incumbent upon the Board in case of disaster or emergency**; Roll Call: All Aye (#20-103)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **declaring a State of Emergency in Erie County due to the COVID-19 pandemic**; Roll Call: All Aye (#20-104)

On motion of Mr. Shoffner and second of Mr. Old, Board **approves the minutes of the February 26 Commission Meeting**; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board **cancel the following Commission Meetings**: Thursday, April 2; Monday, April 6; Thursday, April 9; Monday, April 13; Thursday, April 16; Monday, April 20; Thursday, April 23; Monday, April 27; and Thursday, April 30, 2020; Roll Call: All Aye

On motion of Mr. Shoffner and second of Mr. Old, Board accepts bids re **Utility Bill Processing Services** for **DOES** opened this morning at 9:00 and refers same to DOES and Finance for review and recommendation back to the Board; Roll Call: All Aye

COMPANY	AMOUNT	BID BOND
<b>Infosend</b> Anaheim, California 92807	SB 268	X
<b>The Herald, Inc.</b> New Washington, Ohio 44854	SB 268	X
<b>Midwest Direct</b> Cleveland, Ohio 44102-3512	SB 268	X
<b>SmartBill</b> Hebron, Ohio 43025	SB 268	X
<b>ESTIMATE SB 268</b>		

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution accepting, on behalf of the Erie County Dog Pound, the donation made by Ruth Howard; authorization to liquidate assets held in the form of shares of stock; and authorization for designated representatives, acting on behalf of the Board of County Commissioners of Erie County, Ohio, to perform all acts and execute all documents necessary to facilitate the **transfer of the donation held by US. Bank Management - U.S. Bankcorp Investments to the Dog Pound**; Roll Call: All Aye (#20-105)

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 (#20-106)

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 amount due upon contract or order; Roll Call: All Aye (#20-107)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a One Ohio Memorandum of Understanding related to the **Opiate Litigation**; Roll Call: All Aye (#20-108 - continue to fight the opiate crisis and receive funding to continue the services that are needed)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with the **Erie County Prosecutor**; Roll Call: All Aye (#20-109 - providing Title IV-D child support enforcement hearing officer services for ECDJFS)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **LRL Consulting dba Leave Solutions**; Roll Call: All Aye (#20-110 - providing administrative services relating to employee leave of absence and accommodation policies for Human Resources)

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: All Aye (#20-111)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment to Firelands Corporate Health Center** for supplies provided to the Clerk of Courts; Roll Call: All Aye (#20-112)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing a temporary appropriation for the year 2020** until a permanent appropriation resolution for Erie County, Ohio for 2020 is adopted; Roll Call: All Aye (#20-113)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a cooperative agreement with the **City of Vermilion, Ohio**; Roll Call: All Aye (#20-114 - Haber Road Structure V-105 replacement)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with the **Erie County Prosecutor**; Roll Call: All Aye (#20-115 - providing Title IV-D child support enforcement legal services for ECDJFS)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **De Lage Landen Financial Services**; Roll Call: All Aye (#20-116 - leasing a Konica Minolta bizhub C558 copier to Adult Probation)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Blue Technologies**; Roll Call: All Aye (#20-117 - service agreement on a Konica Minolta bizhub C558 printer/copier/scanner for Adult Probation)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Total ID Solutions**; Roll Call: All Aye (#20-118 - providing upgrades and technical support to the Ohio CCW ID System for Sheriff)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Landoll Restoration**; Roll Call: All Aye (#20-119 - alterations at the Milan Township Hall)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Erie Blacktop**; Roll Call: All Aye (#20-120 - W. Main Street resurfacing in the Village of Berlin Heights)

Board approves Revised Auditor's Certificate for **Wickens Herzer Panza** in an additional amount of \$75,000.00 re providing legal services for DOES related to the Huron County hauling contract litigation.

Board approves Revised Auditor's Certificate for **Great Lakes Community Action Partnership** in an additional amount of \$40,000.00 re implementation and administration of CHIP Grant for Regional Planning.

Board approves Revised Auditor's Certificate for **Azavar Technologies Corporation** in an additional amount of \$29,960.00 re providing software and technical support related to the administration for Erie County lodging tax by Erie County Auditor.

Board approves Personnel Action Form for **ECDJFS** re **Victoria Nicely**, Social Service Worker 3, rate increase due to degree stipend effective 1/6/20, will be paying retroactive to correct this.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Amber Gentry**, full-time LPN, resignation effective 3/29/20; **Cassandra Hillis**, full-time STNA, termination during probation period effective 3/9/20; **Alexandria Lowery**, full-time STNA, resignation effective 3/9/20; and **Sierra Shelton**, full-time STNA, resignation effective 3/10/20.

Board approves **Request to Carry Over Vacation** for **Gary Weilnau**, Facilities Department.

Board approves Request for Recruitment for **Prosecutor's Office** re **Court Advocate**.

Board approves Request for Recruitment for **Board of DD** re **Case Manager (SSA)**.

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

Received letter from County Engineer Jack Farschman re **proposed 2020 resurfacing work**.

Received two letters from Dickinson Wright, PLLC, 150 E. Gay Street, Columbus, re **Firelands Wind, LLC Transmission Line Facility postponed hearings**.

Received Public Hearing Notice from Milan Township re **two zoning variance and/or conditional use requests**.

Received cover letter and copy of Notice of Appearance and Answer of First Federal Bank of the Midwest from David Pasz Co., L.P.A., 11565 Pearl Road, Strongsville, Ohio, re **Pamela Ferrell vs. Walter L. Poole III, et al.**, Erie County Common Pleas Court Case No. 2020-CV-0071.

Received copy of **Summons on Complaint and Complaint in Foreclosure** re Pamela Ferrell, Erie County Treasurer, 247 Columbus Avenue, Sandusky, vs. Tirell O. Scales, 1204 Shelby Street, Sandusky; Unknown Spouse, if any, of Tirell O. Scales, 1204 Shelby Street, Sandusky; and Erie County, 2900 Columbus Avenue, Sandusky, Erie County Common Pleas Case No. 2020 CV 0124.

Received copy of 2/11/20 **Erie County Economic Development Corporation** meeting minutes, 3/10/20 agenda, budget information as of February 2020, and Executive Report for February 2020.

Received copy of 3/2/20 **Veterans Service Commission** meeting minutes.

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 11:20 a.m.; Roll Call: All Aye