

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

THURSDAY, NOVEMBER 9, 2023

ALL PRESENT

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

On motion of Mr. Shoffner and second of Mr. Old, Board **approves the October 25, 2023 Commission Meeting Minutes**; Roll Call: All Aye

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

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

**Budget Work Session - County Engineer.**

County Engineer staff present: Project Engineer Matt Rogers, Deputy Engineer Tim Lloyd, Administrative Assistant Denise Bellamy, Eric Schippel and Daryl Holbrook.

County Administrator Hank Solowiej stated the Engineer's staff is aware that it is the intention of the Commissioners to supply each township in Erie County with a portion of \$1 million for infrastructure projects from the Engineer's budget.

Salaries & Benefits - per policy

Supplies - Hank has no issues with the supplies request and is per policy.

Services - Hank stated Mr. Farschman's proposed budget for services is \$2,097,303. \$1.4 million has been allocated for surface treatment and \$1,026,000 is allocated for two bridge replacements (Harmon Rd. F-408 and Galloway Rd. Bridge H-401). Mr. Farschman included \$226,000 for striping county roads, but if the Board approves Alternate A, striping has been removed, leaving zero dollars for road striping for 2024. According to the 2022 Bridge Report, Harmon Road Bridge is rated a 5 and Galloway Road Bridge is rated a 4. The Engineer's Office completed various repairs to Galloway Road Bridge, which will lead its rating being moved back up to a 5 in the next report.

Equipment - Mr. Farschman is requesting \$448,856.00 in equipment requests, but Alternate A, has zero funds for equipment. Hank noted that he would be willing to approve \$68,250 for the portable traffic signals. Mr. Shenigo stated that Environmental Services owns portable traffic signals that the Engineer's Office can utilize. Mr. Eric Schippel noted that the current traffic signals do not work at all. Environmental Services uses their traffic signals and Mr. Schippel believes it would be difficult to borrow them when the Engineer's Office needs them.

Mr. Daryl Holbrook noted that the equipment replacement is important, as they can no longer get parts. He believes that a problem might arise down the road in which all the equipment would need to be replaced all at once. Therefore he would like to start working on intermittently replacing some of the equipment.

Hank stated that expenses for 2024 are estimated to be \$6.6 million versus \$7.5 million in revenues. This revenue amount includes \$960,000 the State will reimburse the County for the Perkins Avenue Bridge in 2024.

Erie County Roads - Hank noted that he requested a list of roads from the Engineer's Office for their budget hearing. Mr. Lloyd distributed a list of roads in order of number of miles treated and choice of treatment for 2024. Mr. Lloyd stated if microsurfacing is the only treatment used on the roads, 26 miles of roads can be completed at \$1.4 million. Mr. Lloyd noted that if the Commissioners approved the use of recycled asphalt, more roads can be tar and chipped. Mr. Lloyd understands that the Commissioners disagree with this concept.

The list Mr. Lloyd distributed is broken down into six different situations and Mr. Old asked what option Mr. Lloyd would choose. Mr. Lloyd stated he would choose to microsurface 7.5 miles of Bogart, Huron-Avery and Perkins Avenue in the amount of \$630,000 and chip seal with recycled asphalt cover aggregate and fog seal on 25.51 miles of Barrows, Darrow, Main, Mason, Northwest, Southwest and Wahl Roads in the amount of \$853,000.00. After a short review of each option, Hank noted he would choose the option to microsurface 21.49 miles of Barrows, Bogart, Darrow, Huron-Avery, Main, Perkins, Southwest and Wahl Roads in the amount of \$1.423 million and fog seal 4.46 miles of Mason Road in the amount of \$60,000. No action was taken.

Mr. Old questioned Berlin Road status. Mr. Lloyd stated that it has been 30 years since Berlin Road has been repaired and it has started to lose its shape from the rutting and cracking over time. Mr. Lloyd stated that he has received complaints from a Berlin Township Trustee regarding the road.

Mr. Holbrook asked about the Vactor Truck - The oldest vactor truck that the Engineer's Office owns is from 1992. This truck is utilized by all the Townships and County. A new vactor truck costs \$551,000. Since the Townships utilize this piece of equipment, Mr. Holbrook believes that if a new truck was purchased, the Townships could help pay a portion of the cost since they currently use it for free. Mr. Shenigo stated the truck will be considered. He mentioned that Environmental Services borrowed internally to purchase a dozer. They agreed to pay \$125,000 per year for five years.

Mr. Shenigo recommended asking the Erie County Engineer if he would be willing to borrow internally to pay off the truck within five years and this will allow the Engineer's Office to purchase the truck now and alleviate the use of funds out of the budget.

Mr. Old stated the County has plenty of funds and he is not in favor of having the townships pay for a portion of the vector truck. Mr. Holbrook asked if there is a pile of cash, why would the Commissioners not approve the Engineer's equipment requests. Mr. Old stated we are all on the same team and can share equipment. Mr. Shenigo stated that we do not have a pile of cash, we have earmarked funds which have been set aside to make State mandated improvements to our sewage system.

Mr. Shenigo stated he understands the position of the Engineer's Staff and mentioned that all departments have certain wants. Mr. Shenigo recommended speaking to the County Engineer on internal borrowing for the purchase of the vector truck.

The Commissioners thanked the employees who attended the budget hearing from the Engineer's Office but does not understand why County Engineer Jack Farschman will not attend a budget hearing for his own department.

### **County Administrator re General Fund Forecast Cash Flow Long-Term Forecast**

#### 2022 Long-Range Variance Analysis

Projected revenues ended \$4.9 million, or 12.9%, more than expected primarily due to investment income and sales tax. Expenses totaled \$4.3 million, which is 11.5%, more than originally projected, primarily due to funding both the compensated absences and public utilities infrastructure investments.

#### 2023-2027 Forecast

##### **Revenues**

- A significant increase in investment income is expected in 2024 and 2025.
- Property tax reappraisal will be occurring in 2024, with increases expected in 2024 and 2025.
- Sales tax may be softening, as future years are projected to remain around \$21 million per year.

##### **Expenses**

- Health insurance premiums (County cost) increases 5% for 2024 and increases by 10% thereafter.
- Child custody costs reflect the current two-year State budget funding improvements but then return to previous levels.

Hank stated that overall, the General Fund meets the definition of structural balance for 2024 and 2025; however, the latter years to not indicate that.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **UIS Insurance & Investments**; Roll Call; All Aye (#23-343 - providing consulting services for Erie County's health care benefits for three years effective 1/1/24 - 12/31/26 - \$38,000)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a rental agreement between the **Erie County Auditor and Pitney Bowes**; Roll Call: All Aye (#23-344 - providing a lease on a SendPro P series 360 mail machine for the Auditor's Office effective 1/1/23 - 5/14/24 - \$4,265.16)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering a Service Agreement Contract with **Wadsworth Services Northwest**; Roll Call: All Aye (#23-345 - providing preventive maintenance inspections on the mechanical chiller system at the Office Building and Services Center effective 7/1/23 - 6/30/24 - \$4,924.00)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Safe Harbour Domestic Violence Shelter, Inc.**; Roll Call: All Aye (#23-346 - providing funding for the Shelter using marriage license and filing fees)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **supplemental appropriations and budget modifications** re General Operating Fund: Commissioners General and Commissioners - Administration; Sheriff Policing & SRO Fund; Capital Improvements - Municipal Court Fund and TCAP 2021-2023; 7/23-6/24 Rape Crisis Grant Fund; and 10/23-9/24 VOCA Grant Fund; Roll Call: All Aye (#23-347)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make **interfund transfers** re General Operating Fund: Planning Department; Metropolitan Planning Organization Fund; General Operating Fund; General OPS - FCFC Fund; General Operating Fund: Commissioners General; Sheriff Dispatching Fund; General Operating Fund: Administrative; Employee Self-Insurance Fund; Workforce Innovation & Opportunity Act Fund; Public Assistance Fund; Care Facility Operations Fund; and General Operating Fund: Commissioners General; Roll Call: All Aye (#23-348)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make a **supplemental appropriation and budget modifications** re Erie County Sewer Fund; Water District Fund and Landfill Operations Fund; Roll Call: All Aye (#23-349)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make an **interfund transfer** re Erie County Sewer Fund; and Bay View Sewer Rev Bond Payment Fund; Roll Call: All Aye (#23-350)

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 (#23-351)

Board approves Revised Auditor's Certificate for **Erie County Prosecutor's Office** in an additional amount of \$10,500.00 re providing Title IV-D child support enforcement legal services for the Erie County Department of Job and Family Services, Child Support Enforcement Agency.

Board approves Revised Auditor's Certificate for **National Carpet Outlay, Inc.** in an additional amount of \$400.00 re Erie County Jail Shower Tile Replacement Project for Facilities Department.

Board approves payment of Pay Estimate No. 2 (final) to **Kwest Group, LLC** in the amount of \$32,678.70 re Bardshar Road Culvert Replacement for County Engineer's Office.

Board approves payment of Pay Estimate No. 2 (final) to **Erie Blacktop, Inc.** in the amount of \$54,594.61 re 2023 Resurfacing Program for County Engineer's Office.

Board approves **Preliminary Estimate of Cost** for the County Engineer's Office re mowing on designated roads in Erie County for 2024-2026 in the amount of \$112,500.00.

Board approves **Request to Carry Over Vacation** for Alyssa Heater, Finance Department.

Board authorizes expenses for **Barb Knapp**, Dog Warden, attending Ohio State Dog Warden's Association Winter Conference in Columbus, Ohio, on 12/6 - 12/8/23 in an estimated amount of \$234.00.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Lisa Netherland**, full-time LPN, employment effective 11/20/23; **Melissa Jordan**, full-time STNA, employment effective 11/20/23; **Andrea Blausey**, full-time STNA, employment effective 11/20/23; **Aleishsia Wilson**, full-time LPN, employment effective 11/8/23; **Alexis Appleman**, part-time STNA, employment effective 11/6/23; **Amy Appleman**, part-time STNA, employment effective 11/6/23; **Katharine Heppa** full-time LPN rate increase due to completion of six years of employment effective 11/1/23; and **Taylor Turner**, full-time LPN, rate increase due to completion of probation effective 11/2/23.

Received copy of cover letter and copy of **Jail Meal and Turn Key Report** for the month of October 2023 from Sheriff Sigsworth, per O.R.C. 311.20.

Received copy of memo to Erie County Budget Commission Members from Alyssa Heater, Finance Manager, re **2023 Revised Estimated Resources**.

Received copy of 8/23/23 **Serving Our Seniors Board** meeting minutes, 9/27/23 meeting agenda, and Director's Reports for July, August and September 2023.

On motion of Mr. old and second of Mr. Shoffner, Board **adjourns** at 11:02 a.m.; Roll Call: All Aye

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