

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

WEDNESDAY, OCTOBER 25, 2023

ALL PRESENT

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

Budget Work Session.

County Administrator Hank Solowiej stated that all budget work sessions should be finished by Thanksgiving. Hank stated only two departments are in need of further discussion. Once December meetings are set, Mr. Solowiej will notify the Board which meeting the budget will be approved. Hank thanked Finance Manager Alyssa Heater for her assistance with the budget process this year.

Hank stated that the following budgets are all within policy. Adjustments have been made to the health insurance due to the increase on the part of the County.

Prosecutor - Judicial - Salary and benefits have been adjusted for Prosecutor Baxter's annual salary adjustment per statute. The Furtherance of Justice account has also been updated.

Delinquent Real Estate Tax Assessment Collection (DRETAC) - This fund is examined closely every year because this budget frequently does not generate enough revenue to cover expenses. Hank is hopeful that expenses will not continue to be above revenues.

Judge DeLamatre - Detention Home and Judicial - Both budgets are within policy. Hank noted that Judge DeLamatre and his staff do a fine job of managing budget numbers year-to-year.

Judge Binette - Judge Binette's budget is per policy, with a minimal increase to the supply budget. Hank reviewed the budgets with Judge Binette and the increase in supplies is warranted based on actual costs spent this year.

Judge Tone - Adult Probation and Judicial - These budgets are within policy. Hank noted a slight increase in salary and benefits due to the change in health insurance.

Judge McGookey - This budget is within policy. Hank noted a slight increase in services, as the Judge plans to utilize the additional services of Mr. Tom Dusza, who is a part-time Magistrate.

Hank explained to the Judges that, historically, budgets are not pre-funded and if, throughout the next year, there is a need to adjust line items, he asked that the Judges come before the Board for a supplemental appropriation.

Hank mentioned the Sheriff's budget is finished, but is one of the budgets that he still needs to have an additional discussion on. Hank also noted that the capital requests are being finalized for the Facilities Department, and he is still working on the budget for the County Municipal Court. He believes he is on target to meet the year-end deadline.

Mr. Shoffner inquired about the fact that Erie County is still collecting sunset sales tax. Hank stated last year \$300 was collected for all of 2022, and this year should also collect a small amount. Hank believes these funds are from the State possibly auditing old tax returns.

On motion of Mr. Shoffner and second of Mr. Old, Board awards bid for **Landfill Drive** to **Erie Blacktop, Inc.**, Sandusky, Ohio, in the amount of \$257,595.75 with Alternate 1, as the lowest and best bid which meets all specifications and upon the recommendation of the Utilities Director; 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 (#23-333)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **amending the 2024 Budgetary Policies and Guidelines (Amendment No. 1)**; Roll Call: All Aye (#23-334 - health insurance summary and travel)

Board approves Equipment Outlay and Request Form for **Juvenile Court** re furnish and install double-sided LED internally illuminated monument sign in the amount of \$15,450.00.

Board approves Personnel Action Forms for **ECDJFS** re **Rachel Taylor**, Eligibility Specialist 3, rate increase due to longevity effective 10/21/23; and **Ryan Codeluppi**, Social Service Worker 3, rate increase due to longevity effective 10/21/23

Board approves Personnel Action Form for **DOES** re **Dawson Koelsch**, Maintenance Repair I - Water, successful completion of probation effective 9/20/23.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Quinisha Burchett**, full-time STNA, employment effective 10/23/23; **Karmen Truitt**, full-time LPN, switching to first shift effective 10/1/23; **Marcelina Valliant**, PRN RN, resignation effective 9/19/23; and **April Webb**, from full-time STNA to part-time STNA effective 10/29/23.

Board approves Personnel Action Form for **Facilities Department** re **Robert Rosswurm**, Maintenance III - Lead, longevity increase effective 10/28/23.

Board approves Personnel Action Form for **Microfilm/Commissioners** re **Lori Yancy**, Records Specialist, longevity increase effective 10/27/23.

Board authorizes expenses for **John Kromer**, DOES-Water, attending Basic Water Course in Elyria, Ohio, on 9/19 - 12/26/23 in an estimated amount of \$660.00.

Board approves Travel Request Form for **Victoria Brubaker, Sarah Clemons and Adam Konik**, ECDJFS, attending Methamphetamine Use in Child Welfare workshop in Cleveland, Ohio, on 11/20/23 at no cost.

Board authorizes expenses for **Margaret Black, Doug Clifford, Kelli Jelinger, and Stacie Myers**, Public Defender's Office, attending Ohio Multi-Disciplinary Legal Representation Pilot Program Conference in Columbus, Ohio, on 11/14 and 11/15/23 in an estimated amount of \$77.00.

Received copy of **Shores & Islands Ohio Quarterly Update** for July through September 2023 and financial information as of October 2022 through September 2023.

Received copy of October 1 through September 30, 2023 **Erie County Visitors and Convention Bureau budget for 2023-2024**.

Received copy of 9/27/23 **Erie-Ottawa International Airport Authority** meeting minutes, 10/25/23 meeting agenda and financial information as of September 30, 2023.

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

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