

**ERIE COUNTY COMMISSIONERS**

**REGULAR SESSION**

**WEDNESDAY, OCTOBER 4, 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 September 6 and 14, 2023 Erie County Commission Meeting Minutes**; Roll Call: All Aye

On motion of Mr. Old and second of Mr. Shoffner, Board **recesses into Solid Waste District** meeting; Roll Call: All Aye

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** the Solid Waste District meeting and **reconvenes into regular session**; Roll Call: All Aye

**Clerk of the Board Erin Paolano re Various Issues.**

In County Administrator Hank Solowiej's absence, Clerk of the Board Erin Paolano, presented two various issues for the Board.

Electric Aggregation - Ms. Paolano mentioned that, last week, Erie County was able to lock in the rates for the County Electric Aggregation Program for 2024-2025. The County was able to lock in at 6.54 cents per kWh with Energy Harbor for two years, starting with the January 2024 billing period. Ms. Paolano stated her appreciation for Palmer Energy & CCAO for coordinating this program. Erin also mentioned that Palmer Energy will be working on the letters that will be sent out to all Erie County residents regarding the new rate.

Cost Containment - Ms. Paolano stated the Cost Containment Committee met with United Insurance Service on September 19<sup>th</sup> to review health insurance coverage for 2024. The committee has decided to maintain the current rates for 2024, as Erie County still has an adequate balance in the Health Insurance Trust Fund.

Although claims are up this year, rates will not need to be raised in 2024 due to the diligent management of this program in previous years, as well as, incentives given to the county employees. Erin mentioned the committee did discuss phasing in future increases beginning in 2025. The Commissioners will need to make a motion to accept the Cost Containment Committee recommendations for the 2024 plan year.

After a discussion regarding instituting a 5% increase in 2024 and 2025 to the health insurance plan, Mr. Shenigo inquired if it would be possible to make a smaller increase in the 2024 and 2025 years at 3% rather than an a huge increase all at once. Human Resources Director Matt Wilson was present and mentioned that the Health Trust Fund has a current balance of \$5 million this year.

In the past it has been recommended that \$2 million be in the trust fund at all times, so the fund is still healthy, but has significantly dropped from the balance of \$7 million from last year. Mr. Wilson noted that the County Administrator Hank Solowiej and the rest of the Cost Containment Committee were comfortable with this year's balance and not increasing it. However, there has been discussion contemplating raising the contribution by 5% for the following year. Mr. Shenigo would like to hold off on approving the recommendation until Mr. Solowiej returns and further discussion can be made on this topic.

**Discussion re timeline of the Sawmill Creek Wastewater Treatment Plant Expansion Project.**

Kleinfelder employees Denise Plummer, P.E. and David Randle, and Utilities Director John Rufo were present for this session.

Mr. Shenigo stated the Kleinfelder was hired to create the design for the Sawmill Creek Wastewater Treatment Plant Expansion in October of 2022.

Several issues occurred along the way, including receiving a notice of violation from Ohio EPA for not meeting the current schedule of compliance in the Sawmill Creek NPDES permit. The permit was issued and Kleinfelder subcontracted the electrical and SCADA design portion of the project out to Koester Corporation.

In July, the Ohio EPA indicated that Erie County would not be able to submit for Ohio EPA Permit to Install (PTI) until the NPDES permit was issued. This permit process usually takes two to three months to complete. On July 24th, Ohio EPA stated that the project could be advertised, bids opened, and the contracts could be executed prior to the PTI however, there is a limited amount of work a contractor can do on site prior to the PTI being approved.

On August 16th, a pre-bid meeting was held, where contractors voiced concerns about submitting bids and signing contracts prior to the PTI approval. Based off of these questions and concerns, the Commissioners decided to cancel the bid opening for August 22, 2023.

Kleinfelder requested updated electrical drawings from Koester and received them on August 30, 2023.

As of this date, October 4th, finalized electrical plans have not been received by Kleinfelder. The Commissioners are now concerned with these timing issues. There are grants received for this project and there is concern that the monies will not be utilized by the grant expiration date.

Denise Plummer, P.E., Water Resource Department Manager, Senior Project Manager for Kleinfelder stated that an electrical subcontractor had to be hired due to the staff working on other projects. Ms. Plummer vetted out the subcontractor and has had weekly meetings with the subcontractor, who has been to the site twice.

Kleinfelder received updated electrical plans yesterday, but has not had a chance to review them yet. She stated they are probably 75% finished.

Mr. Randall stated that he has lost confidence in this subcontractor and he agrees that a commitment needs to be met. If the Engineer's at Kleinfelder were to take on the job, it would take two months to complete it. They would now have to start over because Kleinfelder's Engineer's would not want to put their name on someone else's work and it would be difficult to switch software licenses at this point. Mr. Shenigo asked if Koester Corporation has been hired for other jobs, with Mr. Randall stating, yes, the Maumee office has used this contractor on several smaller projects in the past.

Mr. Shenigo stated that Ohio EPA has informed him that Erie County will have the PTI by October 15. Mr. Shenigo spoke with Ohio EPA and they agreed to perform the internal review before the check was received to ensure that the PTI was approved in a timely manner.

Mr. Shenigo stated if the electrical part of this project is estimated at \$1 million and this cost is a concern of the contractors, might it be possible to break out the bid separating the generator from the rest of the project.

Mr. Randall stated this is a possibility and he is confident the drawings will be able to be given to Erie County by October 16th and the Board can proceed with opening the bids for this entire project on November 8, 2023.

The Commissioners thanked Ms. Plummer and Mr. Randall for their time.

**Public Comment/Media Questions re Agenda Items.**

Roger Hunker, APEX Clean Energy, stated that Wheatsborough Solar Project has commenced. The lay down area has been covered, silk fence has been put up and Miller Brothers has dug out the roadway. Roger noted that it was discovered that children were climbing on the dirt piles, therefore cameras have been installed for security.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **amending the Erie County Personnel Policy Manual**; Roll Call: All Aye (#23-301 - amending the out-of-county travel/expense request and reimbursement for all Erie County employees)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment for services and supplies** provided to Erie-Ottawa International Airport; Roll Call: All Aye (#23-302)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a contract with **Corso's Flower & Garden Center**; Roll Call: All Aye (#23-303 - snow removal services for county facilities - \$5,000)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into Contract Amendment No. 7 with **ICP, Inc.**; Roll Call: All Aye (#23-304 - extending the term of the contract for two additional one-year periods effective 10/4/23 - 10/1/25 providing pharmaceuticals to The Meadows at Osborn Park, Jail and Juvenile Justice Center)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into an agreement with **Inovalon**; Roll Call: All Aye (#23-305 - providing workforce management scheduler computer software at The Meadows at Osborn Park - \$5,450.00)

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 (#23-306)

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 (#23-307)

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: Human Resources, Commissioners General, Information Technology, Auditor, Recorder, and Probate Court; Public Assistance Fund; Childrens Services Fund; Motor Vehicle License & Gas Tax Fund; Delinquent Real Estate Treasurer Fund; and Care Facility Operations Fund; Roll Call: All Aye (#23-308)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make an **interfund transfer** re General Operating Fund: Planning Department; and Metropolitan Planning Organization Fund; Roll Call: All Aye (#23-309)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution authorizing the County Auditor to make a **supplemental appropriation** re Tire Recycling Special Fund; Roll Call: All Aye (#23-310)

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; Landfill Operations Fund; and Landfill Trust Fund; Roll Call: All Aye (#23-311)

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution entering into a Pipeline Relocation Agreement with **Columbia Gas of Ohio**; Roll Call: All Aye (#23-313 - relocating an existing six inch gas main, in the right-of-way on Galloway Road so Erie County can install a new culvert in that area)

Board approves Revised Auditor's Certificate for **MediCare** in an additional amount of \$15,000 re providing staffing support services for The Meadows at Osborn Park.

Board approves Revised Auditor's Certificate for **Frontline Healthcare Staffing, LLC** in an additional amount of \$35,000 re providing staffing services for healthcare professionals at The Meadows at Osborn Park.

Board approves Revised Auditor's Certificate for **Aramark Correctional Services, LLC** in an additional amount of \$100,000 re providing dietary, janitorial and laundry outsourcing services for The Meadows at Osborn Park.

Board approves payment of Pay Estimate No. 1 to **Oglesby Construction, Inc.** in the amount of \$57,937.80 re 2023 pavement marking on various roads in Erie County for County Engineer's Office.

Board executes **Proclamation** proclaiming October 8-14, 2023 as Fire prevention week through Erie County.

Board authorizes expenses for **Matt Old**, Commissioner, attending CCAO/CEAO Annual Winter Conference in Columbus, Ohio, on 12/6 - 12/8/23 in an estimated amount of \$495.00.

Board authorizes expenses for **Tony Fitzthum** and **David Newman**, DOES, attending Fundamentals of Pumping and Electrical Training Class in Mansfield, Ohio, on 12/4 and 12/5/23 in an estimated amount of \$285.00.

Board authorizes expenses for **Caleb Stidham**, Treasurer, attending 2023 County Treasurer's Association Fall Conference in Columbus, Ohio, on 11/14 - 11/16/23 in an estimated amount of \$550.00.

Board approves Travel Request Form for **Chico Alexander**, FCFC, transporting youth and father to respite providing initial meeting in Toledo, Ohio, on 10/2/23 at no cost.

Board authorizes expenses for **Douglas Clifford** and **Christopher Carroll**, Public Defender's, attending Ohio Public Defender Summit in New Albany, Ohio, on 11/2 and 11/3/23 in an estimated amount of \$196.92.

Board approves Travel Request Form for **Trudy Riddle**, ECDJFS, attending Rapid Response Team Protocol Meeting in Lima, Ohio, on 12/13/23 at no cost.

Board approves Travel Request Form for **Kevin Cannon**, Regional Planning, attending Show me the Money Funding and Resources Workshop in Columbus, Ohio, on 11/1/23 at no cost.

Board authorizes expenses for **Kevin Cannon**, Regional Planning, attending Ohio Transportation Engineering Conference in Columbus, Ohio, on 10/17 and 10/18/23 in an estimated amount of \$392.75.

Board approves Personnel Action Form for **ECDJFS** re **Rachel Green**, Eligibility Specialist 3, rate increase due to five years of employment effective 9/30/23.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Nikole Harris**, full-time STNA, resignation effective 9/20/23; **Sharlisa Taylor**, part-time STNA, new hire terminated due to notice given that she will not be starting employment effective 8/24/23; **Daneisha Smith**, full-time STNA, termination effective 9/20/23; and **Laurie Yates**, full-time LPN, employment effective 9/25/23.

Board approves Personnel Action Form for DOES re **Michael Simon**, Plant Operator I - Treatment, rate increase due to second year of employment effective 9/20/23.

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

Received letter from Sheriff Sigsworth re \$250.00 to be charged on **gasoline credit cards** for the month of November 2023, per O.R.C. 301.27.

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

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 10:22 a.m.; Roll Call: All Aye