

ERIE COUNTY COMMISSIONERS

REGULAR SESSION

MONDAY, SEPTEMBER 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.

Auditor - The General Fund portion of the Auditor's budget is within policy. Hank noted the only increase for 2024 is in the Audit budget, as there has been an increase in contractual costs.

Real Estate Assessment Fund - Budget is within compliance. Hank noted that there is an increase in services due to planning for the 2024 revaluation.

This year and next, the Real Estate Assessment Fund collections are projected to be approximately \$800,000. Auditor Rick Jeffrey noted that Real Estate Assessment Fund collections are projected to be strong again, and will examine the revenue numbers heading into 2024 and a redistribution of those funds may take place in the first half of 2024, instead of waiting until 2025.

Treasurer - The General Fund portion of this budget is within policy. The supplies budget has been increased for next year due to the cost of advertising and printing increasing.

Delinquent Real Estate Tax Assessment Collection Fund - Hank noted that this fund is within policy and noted that the Land Bank is being paid out of this fund. Hank mentioned that revenues are less than expenses and this is a trend that the Treasurer will continue to be watchful of.

Prepaid Reinvestment Earnings Fund - Hank stated that this fund has an adequate fund balance. Treasurer Caleb Stidham noted the increase in the amount in the supply budget over the last two years is due to an increase in residents prepaying their taxes. He mentioned there are approximately 1,000 residents enrolled in the prepay system, which amounts to about 10% of the residents in Erie County who pay taxes.

Board of Elections - Hank noted that there is an increase in services due to increases in software maintenance agreements and annual fee increases, and the salary and benefits budget increased due to wages being adjusted. The supplies budget has decreased for 2024 due to several projects being done in-house versus using a vendor.

Clerk of Courts - Judicial - This budget is within policy and includes the transfer of \$135,000 from the Title Department to fund two positions and includes a small increase in salary and benefits due to a health insurance change in that office.

Clerk of Courts - Title - within budget policies and the budget notes the \$135,000 that was transferred to Judicial.

Travel Policy - Hank updated the Board on the proposed changes to the travel policy. The Commissioners agreed to allow employees to stay on site of a conference if the conference is a requirement for their job. Mr. Shoffner added, that every time an employee travels, it should be a difficult undertaking, and only travel when it's required.

On motion of Mr. Shoffner and second of Mr. Old, Board adopts resolution **authorizing payment for services and supplies** provided to the Sandusky County Auditor; Roll Call: All Aye (#23-298)

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: County Court; Workforce Innovation & Opportunity Act Fund; Legal Repo Pilot Project Grant Fund; Roll Call: All Aye (#23-299)

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 (#23-300)

Board approves Revised Auditor's Certificate for **Aramark Correctional Services, LLC** in an additional amount of \$90,000 re providing inmate food services at the Jail.

Board approves Revised Auditor's Certificate for **VIP Supreme Staffing** in an additional amount of \$10,000 re providing nurse staffing services at The Meadows at Osborn Park.

Board approves Revised Auditor's Certificate for **Warner Mechanical Corporation** in an additional amount of \$3,440.00 re Jail HVAC Renovations Project for Facilities Department.

Board approves Revised Auditor's Certificate for **Frontline Healthcare Staffing LLC** in an additional amount of \$40,000 re providing staffing services for healthcare professionals at The Meadows at Osborn Park.

Board approves Revised Auditor's Certificate for **Polydyne** in an additional amount of \$2,100.00 re providing treatment chemicals (polymer-liquid emulsion form) for the Erie County Department of Environmental Services - Wastewater Treatment Division.

Board approves payment of Pay Estimate No. 1 to **Erie Blacktop Inc.** in the amount of \$553,189.36 re 2023 Resurfacing Program in Erie County for the County Engineer's Office.

Board approves payment of Pay Estimate No. 1 (final) to **Strawser Construction, Inc.** in the amount of \$1,033,657.82 re improving by microsurfacing on various roads in Erie County for the County Engineer's Office.

Board executes **Easement** to Columbia Gas of Ohio in regard to laying pipelines over and through the premises hereinafter described on Hull Road in Huron Township.

Board executes **Proclamation** re Lakeview Chapter #65 of the Order of Eastern Star PHA.

Board approves Travel Request Form for **Tira Serrano, FCFC**, traveling with a client to neurological appointment in Parma, Ohio, on 10/17/23 at no cost.

Board approves Personnel Action Forms for **Family and Children First Council** re **Alyssa Puckrin**, part-time Respite Coordinator, rate increase due to successful completion of probation effective 10/1/23; **Tira Serrano**, part-time Program Assistant, rate increase due to successful completion of probation effective 10/1/23.

Board approves Personnel Action Forms for **Facilities Department** re **Mark Benko, Jr.** Maintenance IV - Electrician, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; **Kenneth Killingsworth**, Maintenance IV - HVAC/Plumber, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; **Kevin Marenberg**, Senior Facilities Technician, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; **Dominick Muratore**, Mechanic, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; **Robert Rosswurm**, Maintenance III - Lead, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; **Roger Stanley**, Fleet Manager, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23; and **Gary Weilnau**, Director of Facilities, internal wage differential adjustment based on higher starting wage for new Maintenance III position effective 10/1/23.

Board approves Personnel Action Forms for **The Meadows at Osborn Park** re **Kaitlyn Rose**, full-time STNA, termination effective 9/19/23; **Marcelina Valliant**, PRN RN, employee effective 9/19/23.

Board approves Equipment Outlay and Request Form for **ECDJFS** re three Transfr Virtual Reality headsets and training software in the amount of \$15,000.

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 **Erie-Ottawa International Airport Authority** Board meeting minutes, 9/27/23 meeting agenda, and financial information as of August 31, 2023 and 2022.

On motion of Mr. Old and second of Mr. Shoffner, Board **adjourns** at 10:27 a.m.; Roll Call: All Aye

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