

COMMISSIONERS JOURNAL NO. 79 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD JULY 31, 2023

THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY MET IN REGULAR SESSION ON THIS DATE WITH THE FOLLOWING MEMBERS PRESENT:

Present:
Jeff Benton, President
Gary Merrell, Vice President
Barb Lewis, Commissioner

1
RESOLUTION NO. 23-628

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD JULY 24, 2023:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

WHEREAS, the Board of Commissioners of Delaware County, Ohio (the "Board") met in regular session on July 24, 2023; and

WHEREAS, the Clerk of the Board has certified, pursuant to section 305.11 of the Ohio Revised Code, that the entire record of the proceedings at that meeting is completely and accurately captured in the electronic record of those proceedings;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves the electronic record of proceedings at the previous meeting.

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

2
PUBLIC COMMENT
 -None.

3
RESOLUTION NO. 23-629

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR0729 AND MEMO TRANSFERS IN BATCH NUMBERS MTAPR0729:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR0729, memo transfers in batch numbers MTAPR0729 and Purchase Orders as listed below:

<u>Vendor</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
PO' Increase			
P2300612 (PNC)	SERVICES	10011102-5300	\$8,000.00
P2301764 (DLZ OHIO INC)	ON CALL INSPECTION SERVICES	66211900-5301	\$18,000.00
P2300597 (BEEMS BP)	SERVICE CENTER	10011106-5228	\$125,000.00

<u>PR Number</u>	<u>Vendor Name</u>	<u>Line Description</u>	<u>Line Account</u>	<u>Amount</u>
R2304043	OHIO DEPARTMENT OF DEVELOPMENT	CDBG REFUND GRANT #D-B-20-1AT-4	20711172 - 5319	\$208,556.40
R2304093	M TECH COMPANY	STS515, CONTRACT NO 800888	66211900 - 5450	\$202,320.00
R2304094	KALKREUTH ROOFING & SHEET METAL INC	HAYES BUILDING ROOF REPLACEMENT	40111402 - 5410	\$318,100.00

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

4
RESOLUTION NO. 23-630

IN THE MATTER OF APPROVING TRAVEL EXPENSE REQUESTS:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

The DATA Center is requesting that Jason Montgomery attend a Hyland User Conference in Las Vegas, NV from September 30-October 6, 2023 at the cost of \$5,445.00 (fund number 20315101).

The Economic Development Department is requesting Monica Connors attend an International Economic

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Development Council Annual Conference in Dallas, Texas from September 16-20, 2023 at the cost of \$3,600.00 (fund number 21011113).

The Emergency Communications Department is requesting that Karla Jacobs and Bailey Cavinee attend an APCO International 9-1-1 Conference in Nashville, Tennessee from August 5-10, 2023 at the cost of \$8,3334.00

Vote on Motion Mr. Benton Aye Mrs. Lewis Aye Mr. Merrell Aye

5
RESOLUTION NO. 23-631

IN THE MATTER OF DESIGNATING AUGUST, 2023 AS CHILD SUPPORT AWARENESS MONTH IN DELAWARE COUNTY:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, the Delaware County Child Support Enforcement Agency recognizes the important role of many partners to support Ohio’s children today to provide them with a stronger future tomorrow, including parents, employers, government agencies and others; and

WHEREAS, the Delaware County Child Support Enforcement Agency is committed to working with families to help them overcome barriers to paying child support so that they can provide for their children’s basic needs and ensure that their children have food, clothing and shelter; and

WHEREAS, the Delaware County Child Support Enforcement Agency appreciates staff for their hard work and commitment to ensuring that children receive the support they deserve; and

WHEREAS, the Delaware County Child Support Enforcement Agency is dedicated to investing in our children, their parents, and our partners, so that the children grow up with the love and support of their parents’ and community; and

WHEREAS, through the leadership of Delaware County Child Support Enforcement Agency, many children’s lives are brighter because of our employee’s commitment.

*Delaware County CSEA collected \$23,065.613.96 for 2022.

*Our Agency provides service for 5,485 children on 4,254 cases.

*Our Agency current child support collections are at 84.73% we also collected on 75.76% of child support arrears.

WHEREAS, the theme for Child Support Awareness Month is “Support Is Key”. We applaud parents who are committed to supporting their children; therefore, during Child Support Awareness Month, we acknowledge and celebrate parents who provide positive emotional and financial foundations for their children.

NOW, THEREFORE, WE, the Delaware County Board of Commissioners of Delaware County, Ohio, do hereby designate, in conjunction with the State of Ohio,

**AUGUST 2023
CHILD SUPPORT AWARENESS MONTH**

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

6
RESOLUTION NO. 23-632

IN THE MATTER OF APPROVING AN UPDATED RECOMMENDATION BY THE DELAWARE COUNTY LOCAL EMERGENCY PLANNING COMMITTEE FOR THE APPOINTMENT OF REPRESENTATIVES:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to adopt the following Resolution:

WHEREAS, in accordance with section 3750.03(B) of the Revised Code, the State Emergency Response Commission shall appoint the members of the Delaware County Local Emergency Planning Committee (“LEPC”) from a list of persons submitted by the Delaware County Board of Commissioners (the “Board”); and

WHEREAS, the LEPC recommends the Board submit the following list of persons to be nominated as representatives to the LEPC, subject to appointment by the State Emergency Response Commission, for the period of August 10, 2023 through August 13, 2025:

Representatives:

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Name	Title	Employer	Sector
Adam Howard	Deputy Health Commissioner	DPHD	Health
Alex McCarthy	Director	DCOHSEM	Emergency Mgt
Annie Lockwood	Clinical Lead Nurse	OHLC FSED	Hospital
Atticus Garden	Disaster Program Manager	ARC	Community
Barb Lewis	Commissioner	Delaware County	Elected Official
Brain Galligher	Director	Veterans Services	Other
Charles Miley	Trustee	Brown Township	Elected Official
Christopher Kovach	Fire Chief	BST&G Fire District	Fire
Colleen Dennis	Comm. Engagement Coord.	Connections	Community
Dan Gusching	Senior EHS Specialist	PPG	Industry
Glenn Battishill	Senior Reporter	Delaware Gazette	Media
Grant Bias	Safety & Security Manager	Delaware Co. Transit	Transportation
Jane Hawes	Director of Communications	Delaware County BOC	Media
Jecy Weber	EM Specialist	DCOHSEM	Emergency Mgt
Jeff Kauffman	Compliance Manager	DelCo Water	Industry
Melissa Kirkwood	RN	MCLC FSED	Hospital
Jon Todd	Safety Manager	Consolidated Coop.	Industry
Lee R. Bodnar	Administrator	Delaware Co. Engineer	Transportation
Luka Papalko	Public Affairs Manager	Columbia Gas of Ohio	Industry
Matt Wall	Area Manager	Marathon Pipe Line	Industry
Rob Stambaugh	Assistant Chief	BST&G Fire District	Fire
Russ Fling	Emergency Coordinator	ARES(Amateur Radio)	Community
S Scott Stephens	Administrator	Soil and Water	Environmental
Samantha Lockard	Corps Officer	The Salvation Army	Community
Sandra Stults	Trustee	Scioto Township	Elected Official
Scott Stewart	Deputy Director	DCOHSEM	Emergency Mgt
Scott Vance	Captain	DCSO	Law
Stephen Hrytzik	Police Chief	Powell PD	Law
Steve Lewis	Chief Technology Officer	Delaware County IT	Other
Timothy McQuone	Community Member	Retired	Community
Troy Morris	Chief	Tri-Township Fire	Fire
Vanessa K. Bishop	Supervisory NRM Specialist	USACE	Environmental
Zach Wolfe	Lieutenant	DCEMS	First Aid

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, hereby accepts the LEPC’s recommendation, approves the list of persons to be nominated as representatives to the LEPC, and authorizes submitting the list of persons to the State Emergency Response Commission for consideration of appointment to the LEPC.

Vote on Motion Mrs. Lewis Aye Mr. Benton Aye Mr. Merrell Aye

**7
RESOLUTION NO 23-633**

IN THE MATTER OF SETTING THE DATE AND TIME TO RECEIVE QUALIFICATIONS FOR A CONSTRUCTION MANAGER AT RISK FOR THE NORTHSTAR WATER RECLAMATION FACILITY NPDES PLANT UPGRADES PROJECT:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

WHEREAS, the Regional Sewer District desires to receive qualifications for a Construction Manager at Risk for the Northstar Water Reclamation Facility NPDES Plant Upgrades Project; and

WHEREAS, the Regional Sewer District has prepared the request for qualifications documents, including the requirements, format, and forms;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, hereby approves the Request for Qualifications Documents for the Construction Manager at Risk for the Northstar Water Reclamation Facility NPDES Plant Upgrades Project and authorizes the Sanitary Engineer to advertise for and receive qualifications on behalf of the Board in accordance with the following Public Notice:

**PUBLIC NOTICE
REQUEST FOR QUALIFICATIONS
CONSTRUCTION MANAGER AT RISK
Northstar Water Reclamation Facility
NPDES Plant Upgrades**

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DELAWARE COUNTY, OHIO

The Delaware County Board of Commissioners, in accordance with Section 9.33, *et seq.*, of the Ohio Revised Code, hereby gives notice of its intent to employ a Construction Manager at Risk (CMAR) for the Northstar Water Reclamation Facility NPDES Plant Upgrades project for Delaware County, Ohio (the "Project") and invites interested parties to submit qualifications for consideration.

The work is to involve the associated preconstruction services and at risk construction services for the Project. Firms are to be experienced in, but not limited to, CMAR services of scheduling, cost estimating, constructability review, "GMP" and open book pricing, and experience in public sector construction, specifically wastewater treatment facilities construction.

The complete Request for Qualifications may be obtained at the Regional Sewer District's web page, regionalsewer.co.delaware.oh.us/ under the heading Contractor>Advertisement for Bids or by contacting the Delaware County Regional Sewer District Office at (740) 833-2240 during normal business hours or by email at emcpeek@co.delaware.oh.us.

Qualifications will be received at the Delaware County Regional Sewer District Office, Attention: Erik McPeek, 50 Channing Street, Delaware, Ohio 43015 until 12:00 P.M., September 1, 2023. Six (6) copies of all submittals are to be included. Submittals pursuant to this invitation will not be received after the hour and date stated above.

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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RESOLUTION NO. 23-634

IN THE MATTER OF APPROVING AN EASEMENT TO DEL-CO WATER COMPANY INC. IN CONJUNCTION WITH THE OLENTANGY ENVIRONMENTAL CONTROL CENTER IMPROVEMENTS PROJECT:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, an easement to DEL-CO Water Company, Inc. is necessary to provide a new water service connection to the Olentangy Environmental Control Center in conjunction with the Olentangy Environmental Control Center Improvements Project; and

WHEREAS, the Sanitary Engineer recommends that the easement be granted;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves granting the following easement to DEL-CO Water Company, Inc.:

RIGHT-OF-WAY EASEMENT

KNOW ALL MEN BY THESE PRESENTS, that The Board of Commissioners of Delaware County, Ohio, hereinafter collectively called GRANTOR, in consideration of One Dollar (\$1.00) and other good and valuable consideration paid by DEL-CO WATER COMPANY, INC., hereinafter called GRANTEE, the receipt and sufficiency of which GRANTOR acknowledges, does grant, bargain, sell and convey to said GRANTEE, its successors and assigns, an easement, a portion of which is temporary and a portion of which is perpetual, with the right to erect, construct, install, lay and thereafter use, operate, inspect, repair, maintain, replace, relocate, and remove waterlines, as well as branch waterlines and service lines from a waterline to the road right-of-way, and valves, fittings, meters, hydrants and other accessories over and across the following lands owned by the GRANTOR in the State of Ohio, County of Delaware, Township of Liberty, and more particularly described as follows, to wit:

<u>Parcel Number</u>	<u>Legal</u>	<u>Acreage</u>
318-333-01-008-000	18-3-3 of Farm Lot 9 & 10	69.13

which property is located on the East side of Olentangy River Road, and the mailing address of which property is 10333 Olentangy River Road, Powell, Ohio, together with the right of ingress and egress over the GRANTOR'S adjacent lands, for the purpose of which the above- mentioned rights are granted.

The permanent easement hereby granted is limited to twelve (12) feet in width, being 6 feet on each side of and parallel with the centerline of the waterline or the centerline of the service line from the waterline to the meter, and a radius of three (3) feet from the center of the meter as finally laid and constructed across the lands of the within GRANTOR, said lines to be constructed as near as possible as shown in Exhibit "A" or within existing utility easements.

The GRANTEE shall pay any damages which may arise to crops, as well as repair any damages to fences, drainage or field tile, driveways, or other structures from the laying, maintaining, operating, repairing, replacing, and final removal of said water lines and shall grade, seed, and mulch any ground area disturbed by GRANTEE. Said damages, if not mutually agreed upon, shall be ascertained and determined by three disinterested persons, one thereof to be appointed by the GRANTOR, one to be appointed by the GRANTEE,

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and the third appointed by the two appointed as aforesaid, and their word shall be final and conclusive.

If at any time, any governmental authority having control over public streets, highways or rights-of-way requires GRANTEE, or its successors and assigns, to relocate any or all of the facilities which are located along a public street, highway or right-of-way, then GRANTOR, or its successors or assigns, will cooperate reasonably with GRANTEE, and its successors and assigns, to relocate the affected facilities, whether in the public road right-of-way or within the limits of this Easement, along, adjacent, and contiguous to public streets, highways or rights-of-way as they now exist or may hereafter exist. GRANTOR, its successors, and assigns, further agree that upon such relocation the area of this Easement shall be deemed modified and relocated to the area of the affected facilities, as relocated.

The permanent easement granted herein shall be non-exclusive and allow other easements to overlap the easement provided herein for the benefit of the GRANTOR; provided, however, the permanent easement granted herein restricts placing sanitary or storm sewer lines within ten feet (10') horizontal separation and two feet (2') vertical separation zones and other buried utilities within a distance of five feet (5') horizontal separation and two feet (2') vertical separation from the centerline of waterlines as finally laid and constructed.

This agreement, together with other provisions of this grant, shall constitute a covenant, running with the land. This agreement shall be binding on GRANTOR, GRANTOR'S heirs, personal representatives, successors, and assigns. This agreement shall inure to the benefit of GRANTEE, and its successors and assigns. The undersigned covenants that GRANTOR is the owner of the above-described lands and that said lands are free and clear of all encumbrances, except mortgages, leases, easements, and restrictions of record.

IN WITNESS WHEREOF, the said The Board of Commissioners of Delaware County, Ohio, have hereunto set their hands this 31st day of July, 2023.

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

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RESOLUTION NO. 23-635

RESOLUTION OF NECESSITY FOR THE PURCHASE OR LEASE OF A MOTOR VEHICLE FOR THE USE OF THE DELAWARE COUNTY REGIONAL SEWER DISTRICT:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

WHEREAS, pursuant to section 307.41 of the Revised Code, the Board of Commissioners of Delaware County, Ohio (the "Board") may find, by resolution of necessity, that it is necessary to expend county monies for the purchase or lease of motor vehicles to be used by the county commissioners, by any county department, board, commission, office or agency, or by any elected county official or his or her employees; and

WHEREAS, the Board has before it a request from the Regional Sewer District to expend county monies for the purchase of a new crane truck; and

WHEREAS, the truck is available for purchase through the State of Ohio's cooperative purchasing program (the "Program");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, OHIO:

Section 1. The Board hereby declares that it is necessary to expend county monies for the purchase of a new crane truck to be used by the Regional Sewer District.

Section 2. The Board hereby authorizes the purchase of a Chevy 5500 crane truck, with necessary equipment, at a cost of \$202,320.00 from M Tech Company, and declares that the purchase of said vehicle shall be through the Program contract terms and conditions set forth in State of Ohio Index No. STS515, Contract #800888.

Section 3. The Board hereby authorizes the Regional Sewer District to initiate the necessary purchase order to M Tech Company, and hereby approves the purchase order from fund 66211900-5450.

Section 4. The Clerk of the Board is hereby directed to certify a copy of this Resolution to the Sanitary Engineer and the County Auditor.

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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RESOLUTION NO. 23-636

IN THE MATTER OF CERTIFICATION OF DELINQUENT ACCOUNTS TO THE COUNTY AUDITOR FOR ACCOUNTS TO BE ASSESSED TO PAYABLE YEAR 2024 TAXES:

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It was moved by Mr. Merrell, seconded by Mrs. Lewis to certify to the County Auditor the delinquent accounts for placement on the tax duplicate.

WHEREAS, the Delaware County Board of Commissioners (the “Board”) owns and operates a Sewer District as authorized by Chapter 6117 of the Revised Code; and

WHEREAS, section 6117.02 of the Revised Code authorizes the Board to set rates and charges for the sanitary services provided by the Sewer District; and

WHEREAS, when any of the sanitary rates or charges are not paid when due, the Board may certify the unpaid rates or charges, together with any penalties, to the County Auditor, who shall place them upon the real property tax list and duplicate against the property served by the connection; and

WHEREAS, pursuant to Resolution No. 16-720, the Board has established that delinquent accounts will be certified after they are more than ninety days past due and the amount exceeds \$25.00; and

WHEREAS, staff has determined that there are delinquent accounts that meet this criteria; and

WHEREAS, staff recommends collection of the unpaid rates and charges by certifying these delinquent accounts to the County Auditor;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners certifies the delinquent accounts in the amount of \$172,552.63 to the County Auditor for the 2024 real property tax list and duplicate.

(Itemized listing of delinquent accounts available for review at the Commissioners’ Office until no longer of administrative value).

**2024 Sewer Tax Assessments
To be certified by the Board of Commissioners on 7/31/2023**

Breakdown of Assessments by Treatment Plant:

66211900-4108-11903 – OECC	\$58,223.84
66211900-4108-11904 – Alum Creek	\$95,914.76
66211900-4108-11905 – Lower Scioto	\$4,965.42
66211900-4108-11912 - Package Plants	\$13,448.61
Total Assessments	\$172,552.63

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

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RESOLUTION NO. 23-637

IN THE MATTER OF REDUCING THE SOLID WASTE TIPPING FEES FOR DELAWARE COUNTY FAIR TRASH:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, the Board of County Commissioners of Delaware County has an Agreement with Rumpke Waste, Inc. for the operation of the Delaware County Solid Waste Transfer Station and the disposal of solid waste; and

WHEREAS, the Delaware County Fair has requested relief related to its solid waste tipping fees; and

WHEREAS, Rumpke Waste, Inc. has agreed to assist the Fair by reducing its base portion of the tip fee by 50%, excluding additional mandatory fees; and

WHEREAS, the Board of County Commissioners wishes to waive the \$3.50/per ton county surcharge for 2023 Delaware County Fair trash;

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Delaware County does hereby reduce the solid waste tip fee rates by waiving the \$3.50 /per ton county surcharge for 2023 Delaware County Fair trash.

Vote on Motion Mrs. Lewis Aye Mr. Benton Aye Mr. Merrell Aye

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MONTHLY SANITARY APPROVAL UPDATE TO BOARD OF COMMISSIONERS

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RESOLUTION NO. 23-638

IN THE MATTER OF APPROVING AN AMENDMENT TO THE USE OF PROCUREMENT CARDS FOR THE SOIL AND WATER CONSERVATION DISTRICT:

It was moved by Mrs. Lewis, seconded Mr. Merrell by to approve the following:

WHEREAS, pursuant to section 301.29 of the Revised Code, the Board of Commissioners of Delaware County, by Resolution No. 04-1193, dated September 30, 2004, adopted a policy for the use of County Procurement Cards; and

WHEREAS, the Board of Commissioners of Delaware County, by Resolution No. 11-1040, dated October 3, 2011, adopted amendments to the Policies and Procedures for the county procurement card program; and

WHEREAS, the Board of Commissioners has adopted the procurement card policy for the use of the card to pay for specific classes of work related expenses, without submitting a monthly estimate of the expenses, pursuant to section 301.29(F)(2) of the Revised Code;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, authorizes the use of the following procurement cards to the limits indicated and for specific work related expenses designated in the Procurement Card Policy without submitting a monthly estimate of expenses:

Amended Card for Matt Lanum:

Appointing Authority: Soil & Water Conservation District
Office/Department: Soil & Water Conservation District

Daily spending per card: \$5,000
Monthly spending per card: \$10,000
Single transaction limit: \$5,000
Daily number of transactions per card: 10
Monthly number of transactions per card: 50
Department Coordinator: Susan Kuba

Vote on Motion Mr. Benton Aye Mrs. Lewis Aye Mr. Merrell Aye

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RESOLUTION NO. 23-639

IN THE MATTER OF APPROVING A SUPPLEMENTAL APPROPRIATION FOR DRAINAGE MAINTENANCE:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

Supplemental Appropriation
21911401-5290 Chemicals \$20,000.00

Vote on Motion Mr. Merrell Aye Mr. Benton Aye Mrs. Lewis Aye

15

RESOLUTION NO. 23-640

IN THE MATTER OF DESIGNATING A DESIGNEE FOR THE COMMISSIONERS' OFFICE FOR PUBLIC RECORDS TRAINING:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, pursuant to section 149.43(E)(1) of the Revised Code, to ensure that all employees of public offices are appropriately educated about a public office's obligations under the Ohio Public Records Act, all elected officials or their appropriate designees shall attend public records training approved by the attorney general as provided in section 109.43 of the Revised Code; and

WHEREAS, a "designee" means a designee of all of the elected officials in the public office if the public office involved includes more than one elected official; and

WHEREAS, the Delaware County Board of Commissioners (the "Board") wishes to designate a designee to attend a public records training on behalf of all members of the Board to be held on September 20, 2023;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby designates Eric Weitz, Communications Specialist, as the designee for Board members Jeff Benton, Barb Lewis and Gary Merrell to attend the public records training to be held on September 20, 2023.

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Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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RESOLUTION NO. 23-641

IN THE MATTER OF APPROVING THE REQUEST FOR COMPETITIVE SEALED PROPOSALS FOR DELAWARE COUNTY VIDEO PRODUCTION SERVICES:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, the Director of Communications recommends approval of the Request for Competitive Sealed Proposals for Delaware County Video Production Services;

NOW, THEREFORE, BE IT RESOLVED that the Delaware County Board of Commissioners approves the Request for Competitive Sealed Proposals for Delaware County Video Production Services and authorizes the following Public Notice:

PUBLIC NOTICE

REQUEST FOR PROPOSALS

BOARD OF COMMISSIONERS

DELAWARE COUNTY, OHIO

The Delaware County Commissioners are seeking competitive sealed proposals from Offerors for video production services. Proposals will be received at the Delaware County Commissioners’ Office, 91 North Sandusky Street, Delaware, Ohio 43015, until **4:30 p.m. on August 31, 2023**. At that time, proposals will be opened publicly in a manner to avoid public disclosure of contents; however, only names of offerors will be read aloud. One (1) printed copy and one (1) digital copy in a PDF format on a jump drive are to be included. Submittals pursuant to this request will not be received after the hour and date stated above.

The complete Request for Proposals is posted and may be viewed on Delaware County’s web page at <http://www.co.delaware.oh.us> under the Quick Links heading “Public Notices and Bids” or may be obtained from the Delaware County Commissioners Office, 91 N. Sandusky Street, Delaware, Ohio, during normal business hours.

Any proposals submitted to Delaware County, Ohio are to be prepared at the submitter’s expense. A bid bond, or other bid security, is not required. Delaware County reserves the right to reject any and all proposals in whole or in part. Acceptance of a proposal shall not constitute an agreement between the offeror and Delaware County. Delaware County shall have no liability whatsoever to any offeror whose proposal is not accepted. The decision to award a contract is within the sole discretion of the Board of Commissioners. If an award is made, it shall be to the offeror whose proposal is determined to be the most advantageous to Delaware County, Ohio.

End of Advertisement.

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

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RESOLUTION NO. 23-642

IN THE MATTER OF APPROVING A PERMIT FOR USE OF DELAWARE COUNTY FACILITIES:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

WHEREAS, the Delaware County Commissioners passed Resolution No. 21-449 on May 24, 2021, adopting a Delaware County Facilities Permit Policy (the “Policy”); and

WHEREAS, it is the intent of the Policy to allow persons and organizations access to appropriate Delaware County facilities, grounds and meeting places; and

WHEREAS, each request will only be considered after the receipt of a completed Delaware County Facilities Permit Form; and

WHEREAS, the Policy mandates approval from the Commissioners for use of county facilities by groups of 30 participants or more that have agreed in writing to full compliance with the Policy;

NOW, THEREFORE, PURSUANT TO THE FOREGOING, BE IT HEREBY RESOLVED that the Delaware County Board of Commissioners hereby authorizes the use of the Willis Parking Lot on August 5, 2023, subject to any applicable restrictions imposed by law.

Vote on Motion Mr. Benton Aye Mrs. Lewis Aye Mr. Merrell Aye

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RESOLUTION NO. 23-643

IN THE MATTER OF APPROVING SUPPLEMENTAL APPROPRIATIONS:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

Supplemental Appropriation

21111171-5319	Emergency Rental Assistance/Reimbursements-Refunds	\$701.86
74811311-5301	Domestic Violence/Contracted Professional Services	\$19.00

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

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RESOLUTION NO. 23-644

IN THE MATTER OF ADOPTING AN UPDATED DELAWARE COUNTY DOG SHELTER REGULAR, UNSCHEDULED, CALL OUT AND HOLIDAY COVERAGE POLICY:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following:

WHEREAS, the Delaware County Board of Commissioners and its management staff have recognized the need to periodically review and revise policies and procedures to meet new requirements, provide clarification, and better serve the County’s employees and the public; and

WHEREAS, the Deputy County Administrator recommends adopting an updated Delaware County Dog Shelter Regular, Unscheduled, Call Out and Holiday Coverage Policy;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, hereby adopts the following Delaware County Dog Shelter Regular, Unscheduled, Call Out and Holiday Coverage Policy:

Delaware County Dog Shelter

Regular, Unscheduled, Call Out, & Holiday Coverage

- A. Dog Shelter - Regular Hours (when open to the public):
 - 1) The DCDS regular hours of operational response are as follows:

Monday - Friday	8:00 am – 4:30 pm
Saturday	9:00 am - 12:00 pm
Sunday	Appointment Only

- B. Unscheduled Hours
 - 1) Unscheduled hours coverage occurs when an officer is scheduled to work and due to unforeseen circumstances cannot commit to completing their required duties. If this situation should occur, an officer will be notified to come in and cover the shelter or complete priority duties for that timeframe. In addition, an officer may be required to adjust their assigned work schedule to accommodate customers before or after regular business hours.

- C. Call Out
 - 1) The DCDS is committed to providing 24-hour emergency service for all of Delaware County. To do so, daily the DCDS will designate an officer to be on-call for emergencies that arise after regular hours of operational response. The Dog Warden will assign employees to on-call status on a rotating basis. However, due to the staffing constraints of the Shelter, or extenuating circumstances, it may be necessary that all officers are available for call out regardless of the schedule in extreme circumstances.

The Dog Warden will post the on-call duty roster at the DCDS and a copy will be submitted to the Delaware County 9-1-1 Communications Center (DelComm).

One officer will be assigned as the officer on-call per calendar day.
 - 2) The DCDS must notify DelComm if there is a change in the on-call schedule. The

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name of the officer on-call will be given to DelComm to assure there is coverage at all times.

- 3) When designated as the officer on-call, the officer will be permitted to drive the County Dog Shelter vehicle to and from their home in order to reduce response times when called out outside of regular business hours. The County vehicle must only be used for business related purposes.

The officer must initiate a response to the call for service within a responsible timeframe.

Assistant Dog Wardens who are designated as on-call after business hours will be compensated in the amount of \$30.00 per day.

In addition, all officers will receive compensation, compensatory time or earned time off of a minimum of two hours for any instance when an officer is physically called out after their normally scheduled hours of work and a minimum of one hour for a call for service that is able to be handled via telephone.

Compensation, compensatory time or earned time off will be made according to the Delaware County Hours of Work and Overtime policy.

- 4) If a citizen calls 9-1-1 for assistance with a situation involving a dog in Delaware County, the on-call DCDS officer will be notified by DelComm. DelComm uses the following criteria for after hour notifications:

- a) **Dog Bites** — A dog has actually bitten a person and the bite has broken the skin and the animal is running loose with no means to locate or contact the owner;
- b) **At-large Seriously Sick/Injured dog** — A dog is sick or injured and without intervention is in jeopardy of death or is seriously suffering. Said dog is running loose and no means exist to locate or contact the owner;
- c) **At-large Vicious/Dangerous Dog** — A vicious/dangerous dog is currently threatening a person(s) or livestock, the dog is running loose, and no means exist to locate or contact the owner or to confine the dog; and
- d) **Law Enforcement Assist** — A law enforcement agency needs assistance with confining, restraining, or lodging a dog(s) during the service of a search warrant, drug bust, eviction, or where the owner is being arrested/incarcerated, and no other person is available to care for the dog, and/or where the owner is deceased or otherwise incapacitated and unable to care for the dog.

DelComm will field and screen all after-hours calls they receive to determine whether a DCDS officer should be notified. When Delcomm decides that a call meets the call out criteria, they will contact the on-call officer assigned on the call out schedule. The officer will review the situation, make a determination how to proceed, and take the necessary action.

When a call does not meet the criteria for an emergency call-out, DelComm shall notify the caller that a DCDS employee will be made aware of the situation on the next business day.

If DelComm cannot determine if a call out is necessary, they shall call the on-call officer and the officer will determine the most prudent response.

Vote on Motion Mrs. Lewis Aye Mr. Benton Aye Mr. Merrell Aye

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ADMINISTRATOR REPORTS

Tracie Davies, County Administrator

-No reports

Dawn Huston, Deputy Administrator

-Reminder that the Employee Health Fair is this Friday at the OWU Hamilton-Williams Center.

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COMMISSIONERS' COMMITTEES REPORTS

Commissioner Merrell

-Attended Regional Planning last week. Dave Steitz and Michele Boni turned in their resignations.

-Will participate in Ohio Wesleyan Director interviews later this week.

Commissioner Lewis

-People In Need is still collecting box fans for those in need. The fans can be dropped off at the PIN office,

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any Delaware County EMS station or any firehouse in Delaware County.

Commissioner Benton

- Attended the Ohio Land Bank meeting Thursday. Some main topics were the replacement funding available beginning June 30, 2024; Round 2 of the Demolition/Rehabilitation Grant funding; affordable housing that they Land Banks will would have to be the lead entity to participate.
- Attended the CEBCO board meeting last Friday.
- Attended the Regional Planning meeting.
- Will attend the MORPC executive meeting later this week.
- Will be watching a budget webinar.

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RESOLUTION NO. 23-645

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR CONSIDERATION OF EMPLOYMENT; PROMOTION; COMPENSATION OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL; FOR PENDING OR IMMINENT LITIGATION; FOR COLLECTIVE BARGAINING:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, pursuant to section 121.22(G) of the Revised Code, a public body may hold an executive session only after a majority of a quorum of the public body determines, by a roll call vote, to hold an executive session and only at a regular or special meeting for the sole purpose of the consideration of any of the matters specified in section 121.22(G)(1)–(8) of the Revised Code; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Delaware County, State of Ohio:

Section 1. The Board hereby adjourns into executive session for consideration of employment; promotion; compensation of a public employee or public official; for pending or imminent litigation; for collective bargaining.

Vote on Motion Mr. Benton Aye Mrs. Lewis Aye Mr. Merrell Aye

RESOLUTION NO. 23-646

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to adjourn out of Executive Session.

Vote on Motion Mr. Merrell Aye Mr. Benton Aye Mrs. Lewis Aye

Recessed at 10:26 AM/Reconvened at 2:03 PM

RESOLUTION NO. 23-647

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR CONSIDERATION OF EMPLOYMENT; COMPENSATION OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following:

WHEREAS, pursuant to section 121.22(G) of the Revised Code, a public body may hold an executive session only after a majority of a quorum of the public body determines, by a roll call vote, to hold an executive session and only at a regular or special meeting for the sole purpose of the consideration of any of the matters specified in section 121.22(G)(1)–(8) of the Revised Code; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Delaware County, State of Ohio:

Section 1. The Board hereby adjourns into executive session for consideration of employment; promotion; compensation of a public employee or public official.

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

RESOLUTION NO. 23-648

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to adjourn out of Executive Session.

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

There being no further business, the meeting adjourned.

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Gary Merrell

Barb Lewis

Jeff Benton

Jennifer Walraven, Clerk to the Commissioners