

**COMMISSIONERS JOURNAL NO. 79 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD NOVEMBER 2, 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. 23-928**

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD OCTOBER 30, 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 October 30, 2023; and

WHEREAS, the Clerk of the Board has certified, pursuant to section 305.12 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**

**3
RESOLUTION NO. 23-929**

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR1101, MEMO TRANSFERS IN BATCH NUMBERS MTAPR1101:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR1101, memo transfers in batch numbers MTAPR1101 and Purchase Orders as listed below:

<u>Vendor</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
PO' Increase			
(P2301001) PRC VAN	Job and Family Program	22411602-5348	\$12,500.00
(P230031) PNC	Procurement Card Facilities	10011105-5200	\$20,000.00

<u>PR Number</u>	<u>Vendor Name</u>	<u>Line Description</u>	<u>Account</u>	<u>Amount</u>
R2305034	GOV CONNECTION INC	MICROSOFT SURFACE PRO (14)	10011301 - 5260	\$20,635.00

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

**4
RESOLUTION NO. 23-930**

IN THE MATTER OF APPOINTING THE CLERK AND DEPUTY CLERKS FOR THE BOARD OF COMMISSIONERS:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to appoint the Clerk and Deputy Clerks for the Board of Commissioners:

WHEREAS, pursuant to section 305.13 of the Revised Code, the Delaware County Board of Commissioners (the "Board") may appoint a full time clerk, and such necessary assistants to the clerk as the Board deems necessary, to perform the duties required by sections 305.10 and 305.11 of the Revised Code;

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

Section 1. The Board hereby appoints Jennifer Walraven as Clerk to the Board.

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Section 2. The Board hereby appoints Alison Glusich, Karen First, Justin Nahvi, Jane Hawes, Eric Weitz, Dawn Huston, and Brandy Wilson, as Deputy Clerks to the Board.

Section 3. This Resolution supersedes Resolution No. 23-45 and shall be effective immediately upon adoption.

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

5
RESOLUTION NO. 23-931

IN THE MATTER OF APPROVING THE FIRST CONTRACT AMENDMENT BETWEEN THE DELAWARE COUNTY BOARD OF COMMISSIONERS, THE DELAWARE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, AND ALLISON HOULE, PH.D. FOR PSYCHOLOGICAL SERVICES:

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

WHEREAS, the Director of Jobs & Family Services recommends approval of the first contract amendment with Allison Houle, Ph.D.;

NOW, THEREFORE, BE IT RESOLVED that the Delaware County Board of Commissioners approves the following first contract amendment with Allison Houle, Ph.D. for Psychological Services:

**First Amendment
To
Contract for the Purchase of
Psychologist Services
Between
Delaware County Board of County Commissioners
and
Allison Houle, Ph.D.**

This First Amendment of the Contract For The Provision of Psychologist Services is entered into this 2nd day of November, 2023 by and between the Delaware County, Ohio Board of County Commissioners (hereinafter "Board"), whose address is 91 North Sandusky Street, Delaware, Ohio 43015, the Delaware County, Ohio Department of Job and Family Services, a Title IV-E Agency, (hereinafter "Agency") whose address is 145 North Union Street, 2nd Floor, Delaware, Ohio 43015, and Allison Houle, Ph.D. (hereinafter "Provider") whose address is 75 E. Wilson Bridge Road, Ste. C6, Worthington, Ohio 43085 (hereinafter collectively the "Parties").

WHEREAS, the Parties entered into the Contract for Psychological Services on May 4, 2023.

WHEREAS, the parties agree to the addition of certain provisions to the Contract (collectively, "Provisions").

NOW THEREFORE, the Parties agree as follows:

- 1. The Parties agree to amend the Agreement to add the following Provisions:
 - A. The contract service period shall be extended for the service period January 1, 2024 through December 31, 2024.

2. Signatures

Any person executing this First Amendment in a representative capacity hereby warrants that he/she has authority to sign this First Amendment or has been duly authorized by his/her principal to execute this First Amendment on such principal's behalf.

3. Conflicts

In the event of a conflict between the terms of the Contract, and this First Amendment, the terms of the First Amendment shall prevail.

4. Terms of Agreement Unchanged

All terms and conditions of the Contract, not changed by this First Amendment remain the same, unchanged, and in full force and effect.

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

6
RESOLUTION NO. 23-932

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IN THE MATTER OF APPROVING THE FIRST CONTRACT AMENDMENT BETWEEN THE DELAWARE COUNTY BOARD OF COMMISSIONERS, THE DELAWARE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, AND MIKAYLA BROWN, LPC FOR LICENSED PROFESSIONAL COUNSELING SERVICES:

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

WHEREAS, the Director of Jobs & Family Services recommends approval of the first contract amendment with Mikayla Brown, LPC;

NOW, THEREFORE, BE IT RESOLVED that the Delaware County Board of Commissioners approves the following first contract amendment with Mikayla Brown, LPC for Licensed Professional Counseling Services:

**First Amendment
To
Contract for the Purchase of
Licensed Professional Counseling Services
Between
Delaware County Board of County Commissioners
and
Mikayla Brown, LPC**

This First Amendment of the Contract For The Provision of Counseling Services is entered into this 2nd day of November, 2023 by and between the Delaware County, Ohio Board of County Commissioners (hereinafter "Board"), whose address is 91 North Sandusky Street, Delaware, Ohio 43015, the Delaware County, Ohio Department of Job and Family Services, a Title IV-E Agency, (hereinafter "Agency") whose address is 145 North Union Street, 2nd Floor, Delaware, Ohio 43015, and Mikayla Brown, LPC (hereinafter "Provider") whose address is 6047 Frantz Road, Dublin, Ohio 43017 (hereinafter collectively the "Parties").

WHEREAS, the Parties entered into the Contract for Counseling Services on March 10, 2023.

WHEREAS, the parties agree to the addition of certain provisions to the Contract (collectively, "Provisions").

NOW THEREFORE, the Parties agree as follows:

- 1. The Parties agree to amend the Agreement to add the following Provisions:
 - A. The contract service period shall be extended for the service period January 1, 2024 through December 31, 2024.
 - B. No maximum payment shall be specified for this contract amendment.
- 2. Signatures

Any person executing this First Amendment in a representative capacity hereby warrants that he/she has authority to sign this First Amendment or has been duly authorized by his/her principal to execute this First Amendment on such principal's behalf.

- 3. Conflicts

In the event of a conflict between the terms of the Contract, and this First Amendment, the terms of the First Amendment shall prevail.

- 4. Terms of Agreement Unchanged

All terms and conditions of the Contract, not changed by this First Amendment remain the same, unchanged, and in full force and effect.

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

**7
RESOLUTION NO. 23-933**

IN THE MATTER OF APPROVING THE FIRST CONTRACT AMENDMENT BETWEEN THE DELAWARE COUNTY BOARD OF COMMISSIONERS, THE DELAWARE COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, AND FORENSIC FLUIDS LABORATORIES FOR CONFIDENTIAL DRUG SCREENING, CONFIRMATION, AND REPORTING SERVICES:

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

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WHEREAS, the Director of Jobs & Family Services recommends approval of the first contract amendment with Forensic Fluids Laboratories, Inc.;

NOW, THEREFORE, BE IT RESOLVED that the Delaware County Board of Commissioners approves the following first contract amendment with Forensic Fluids Laboratories, Inc. for Confidential Drug Screening, Confirmation, and Reporting Services:

**First Amendment
To
Contract for the Purchase of
Confidential Drug Screening, Confirmation, and Reporting Services
Between
Delaware County Board of County Commissioners
and
Forensic Fluids Laboratories, Inc.**

This First Amendment of the Contract For The Provision of Confidential Drug Screening, Confirmation, and Reporting Services is entered into this 2nd day of November, 2023 by and between the Delaware County, Ohio Board of County Commissioners (hereinafter "Board"), whose address is 91 North Sandusky Street, Delaware, Ohio 43015, the Delaware County, Ohio Department of Job and Family Services, a Title IV-E Agency, (hereinafter "Agency") whose address is 145 North Union Street, 2nd Floor, Delaware, Ohio 43015, and Forensic Fluids Laboratories, Inc. (hereinafter "Provider") whose address is 225 Parsons Street, Kalamazoo, Michigan 49007 (hereinafter collectively the "Parties").

WHEREAS, the Parties entered into the Contract for Confidential Drug Screening, Confirmation, and Reporting Services on December 19, 2022.

WHEREAS, the parties agree to the addition of certain provisions to the Contract (collectively, "Provisions").

NOW THEREFORE, the Parties agree as follows:

1. The Parties agree to amend the Agreement to add the following Provisions:
 - A. The contract service period shall be extended for the service period January 1, 2024 through December 31, 2024.
 - B. The maximum amount payable pursuant to this contract shall be \$30,000 for the service period January 1, 2024 through December 31, 2024.

2. Signatures

Any person executing this First Amendment in a representative capacity hereby warrants that he/she has authority to sign this First Amendment or has been duly authorized by his/her principal to execute this First Amendment on such principal's behalf.

3. Conflicts

In the event of a conflict between the terms of the Contract, and this First Amendment, the terms of the First Amendment shall prevail.

4. Terms of Agreement Unchanged

All terms and conditions of the Contract, not changed by this First Amendment remain the same, unchanged, and in full force and effect.

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

**8
RESOLUTION NO. 23-934**

IN THE MATTER OF APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE DELAWARE-MORROW MENTAL HEALTH & RECOVERY SERVICES BOARD AND THE SHERIFF OF DELAWARE COUNTY, OHIO, FOR A MENTAL HEALTH CLINICIAN FY2024:

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

WHEREAS, the Delaware County Sheriff and staff recommend the memorandum of understanding between the Delaware-Morrow Mental Health & Recovery Services Board and the Sheriff of Delaware County, Ohio, for a Mental Health Clinician FY2024;

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NOW, THEREFORE, BE IT RESOLVED that the Board of Delaware County Commissioners approves the memorandum of understanding between the Delaware-Morrow Mental Health & Recovery Services Board and the Sheriff of Delaware County, Ohio, for a Mental Health Clinician FY2024:

**Memorandum of Understanding
Between the Delaware-Morrow Mental Health & Recovery Services Board and the Sheriff of Delaware
County, Ohio, For a Mental Health Clinician
FY2024**

This **Memorandum of Understanding** (“MOU”) is entered into between the Delaware-Morrow Mental Health & Recovery Services Board (the “Board”) and the Sheriff of Delaware County, Ohio (the “Sheriff”).

Whereas, the parties have entered into a Memorandum of Understanding for each fiscal year of the Board since March 10, 2014 for the securing and funding of a position for a full-time mental health professional to provide mental health services to persons incarcerated at the Delaware County Jail; and,

Whereas, the Board considers the services provided by this professional to continue being essential to the needs of the Sherriff and the Delaware County Jail population; and,

Whereas, the parties desire to execute this MOU for another, subsequent term of one (1) year during the Board’s FY2024 upon the terms and conditions set forth herein.

Now Therefore, the parties agree:

1. Memorandum Term. This MOU shall be effective commensurate with the Board’s FY2024, for a period of one (1) year commencing on July 1, 2023, and continuing to June 30, 2024. Attached hereto as **Exhibit “A”** and incorporated herein is a copy of the original Memorandum of Understanding, effective March 10, 2014, including the *Proposal for a Mental Health Clinician for Delaware County Jail*. **Exhibit “A”** sets forth the overall structure of this collaborative arrangement and services to be provided by the mental health professional position.
2. Financial Contributions. The Board is responsible for making payment to Maryhaven in the amount of up to **\$110,250**, to cover the professional and administrative costs for the mental health professional position to be staffed by Maryhaven during the term of this extension. The Sheriff agrees to reimburse the Board for 20% of this cost in the amount of up to **\$22,050**. Attached hereto as **Exhibit “B”** and incorporated herein is the Budget and Proposal for the mental health professional position for FY2024.
3. Obligations of the Parties. The parties agree to continue to provide the support and services as set forth in **Exhibits “A” and “B”** and such other services as they mutually agree will enhance the provision of mental health services at the Delaware County Jail.
4. All Other Terms Remain in Effect. Except as modified herein, all terms and conditions of the attached **Exhibits “A” and “B”** shall remain in full force during the period of this MOU.

(Exhibits “A” and “B” incorporated by reference in the Agreement, shall be retained in accordance with applicable records retention schedules.)

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

**9
RESOLUTION NO. 23-935**

IN THE MATTER OF ACCEPTING DONATIONS MADE TO THE SHERIFF’S OFFICE

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

WHEREAS, pursuant to section 9.20 of the Revised Code, the Board may receive by gift, devise, or bequest moneys, lands, or other properties, for their benefit or the benefit of those under their charge; and

WHEREAS, the Sheriff’s Office has received cash donations in support of the Sheriff’s Office and to support the Sheriff’s Mounted Deputy Unit program; and

WHEREAS, these gifts were received from the following organizations in the amounts as follows:

Delaware County Foundation:	\$ 10,868.23
Delaware County Mounted Deputies:	\$ 8,774.45; and

WHEREAS, the Delaware County Board of Commissioners wishes to formally accept these donations and offer thanks to all these organizations for their generous support of the Delaware County Sheriff’s Office;

NOW, THEREFORE, BE IT RESOLVED that the Delaware County Board of Commissioners hereby accepts these donations for a total amount of \$19,642.68 to the Delaware County Sheriff’s Office and thanks the

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Delaware Community Foundation and the Delaware County Mounted Deputies for their thoughtful generosity and commitment to Delaware County.

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

**10
RESOLUTION NO. 23-936**

IN THE MATTER OF APPROVING A SUPPLEMENTAL APPROPRIATION FOR THE SHERIFF'S OFFICE:

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

Supplemental Appropriation		
10031337-5450	Sheriff Local Funds/Machinery & Equip	17,000.00

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

**11
RESOLUTION NO. 23-937**

IN THE MATTER OF SETTING THE BID DATE AND TIME TO RECEIVE BIDS FOR THE 2024 CALCIUM NITRATE CHEMICAL SUPPLY CONTRACT FOR THE DELAWARE COUNTY REGIONAL SEWER DISTRICT:

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

WHEREAS, the Delaware County Regional Sewer District desires to purchase calcium nitrate to be used within the collection system of the Delaware County Regional Sewer District; and

WHEREAS, Sewer District staff has developed the contract documents and technical specifications for the needed calcium nitrate;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, hereby approves the specifications for the 2024 Calcium Nitrate Chemical Supply Contract and authorizes the Sanitary Engineer to advertise for and receive bids on behalf of the Board in accordance with the following Invitation to Bid:

**Legal Notice
Invitation to Bid**

Sealed bids will be received at the Office of the Delaware County Sanitary Engineer, 1610 State Route 521, Delaware, Ohio 43015, until **11:00 a.m. Friday, December 1, 2023**, at which time they will be opened and read aloud, for the project known as 2024 Calcium Nitrate Chemical Supply Contract.

The proposals must be made on the forms provided in the Contract Documents or a copy thereof and shall contain the full name and address of the bidder. All bids shall be sealed and plainly marked "SEALED BID FOR 2024 CALCIUM NITRATE CHEMICAL SUPPLY CONTRACT."

This notice and the complete Invitation to Bid are posted on the internet and may be viewed on Delaware County's web page at <https://www.co.delaware.oh.us> under the heading Public Notices and Bids and on the Delaware County Regional Sewer District web page at <https://regionalsewer.co.delaware.oh.us/bids/>.

The Board of Commissioners reserves the right to issue purchase orders on an as needed basis.

All bids shall be accompanied by a bond or certified check, cashier's check, or money order on a solvent bank or savings and loan association in the amount of \$1,000.00, conditioned that the bidder, if the bidder's bid is accepted, shall execute a contract in conformity to the invitation and the bid.

No bids shall be withdrawn for a period of sixty (60) days after the opening thereof. Awarding of the contract shall be to the Lowest and Best bidder as determined by the Delaware County Board of Commissioners in the best interest of the County. The Board reserves the right to waive irregularities and to reject any or all bids.

Questions about the project shall be directed in writing to Julie McGill via email at jmcgill@co.delaware.oh.us.

Delaware Gazette Advertisement Date:
Saturday November 4, 2023

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

**12
ADMINISTRATOR REPORTS**

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CA Davies mentioned that Budget Hearings will start next week on Monday, November 6, 2023.

**13
COMMISSIONERS' COMMITTEES REPORTS**

Commissioner Lewis

- Opening of Byxbe Building
- Attending the County Commissioner Justice and Public Safety Meeting via Zoom today

Commissioner Merrell

- Veterans parade is Sunday, November 5, 2023
- Attending the CORSA meeting this Friday

Commissioner Benton

- Ribbon cutting and opening of the new Byxbe Building, with no debt to County
- Attended the Land Bank meeting on Monday October 30, 2023
- Has a MORPC executive meeting this week.

**14
RESOLUTION NO. 23-938**

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR CONSIDERATION OF APPOINTMENT, EMPLOYMENT OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL AND FOR COLLECTIVE BARGAINING:

It was moved by Mr. Merrell, seconded by Mrs. Lewis 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)-(7) of the Revised Code;

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 appointment, employment of a public employee or public official and for collective bargaining.

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

RESOLUTION NO. 23-939

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 Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

There being no further business, the meeting adjourned.

Gary Merrell

Barb Lewis

Jeff Benton

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Jennifer Walraven, Clerk to the Commissioners