

COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003

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

Present: Kristopher W. Jordan, Deborah B. Martin, James D. Ward

9:15 AM Investment Committee Meeting

PUBLIC COMMENT

RESOLUTION NO. 03-459

IN THE MATTER OF APPROVING THE RESOLUTIONS AND RECORDS OF THE PROCEEDINGS FROM REGULAR MEETINGS HELD APRIL 4 AND 7, 2003 AS CONTAINED IN THE COUNTY'S OFFICIAL ELECTRONIC RECORDINGS OF THE PROCEEDINGS:

It was moved by Mr. Jordan, seconded by Mrs. Martin to approve the resolutions and records of the proceedings from regular meetings held April 4 and 7, 2003 as contained in the county's official electronic recordings of the proceedings.

Vote on Motion Mrs. Martin Aye Mr. Jordan Aye Mr. Ward Aye

RESOLUTION NO. 03-460

IN THE MATTER OF APPROVING PURCHASE ORDERS, VOUCHERS AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR049A, CMAPR049B, CMAPR049C AND CMAPR049D:

It was moved by Mrs. Martin, seconded by Mr. Jordan to approve payment of warrants in Batch numbers CMAPR049A, CMAPR049B, CMAPR049C and CMAPR049D and Purchase Orders and Vouchers as listed below:

PO's

Vendor	Description	Account Number	Amount
Office City Inc.	Office Furniture/Prosecutor	40111402-5450	\$ 5,073.00
Coroner, Franklin County	Autopsy Services	10030301-5342	\$ 8,000.00
Increases			
Learning Center Worthington	Child Care	22411606-5348	\$ 8,000.00
Don Worly	Public Defender	10011202-5201	\$ 4,000.00
AEP	Emergency Utilities	22411602-5350	\$ 8,000.00
Juvenile Court	Lab Testing	22511607-5340	\$ 4,500.00
Childrens World	Child Care	22411606-5348	\$ 5,000.00
Kindercare Inc.	Child Care	22411606-5348	\$ 100,000.00
Vouchers			
OSU Extension	2nd Quarter Appropriations	10011102-5601	\$ 59,038.50
Toddler Inn Child Care	Child Care	22411606-5348	\$ 17,479.00
Liberty Community Center	Child Care	22411606-5348	\$ 14,979.00
Childrens World	Child Care	22411606-5348	\$ 5,800.00
Kindercare Neverland	Child Care	22411606-5348	\$ 32,484.00
Child Care Unlimited	Child Care	22411606-5348	\$ 6,117.00
Kirk Williams Co. Inc.	Plumbing/Alum Creek	67111915-5410	\$ 21,097.97
US Filter	Bioxide Chemical	65211905-5290	\$ 6,735.75
E C Babbert	Pump Tank	65511918-5380	\$ 7,160.00
Floyd Browne Assoc Inc.	Sewer Lines/Perry Taggart	65511918-5415	\$ 10,645.77
Hartford Croton Fair	Grant To Fair	10011102-560160101	\$ 7,000.00
Marathon Ashland Petroleum Llc	Fuel/Service Center	10011106-522822801	\$ 6,771.82

Vote on Motion Mr. Jordan Aye Mrs. Martin Aye Mr. Ward Aye

RESOLUTION NO. 03-461

IN THE MATTER OF APPROVING A NEW LIQUOR LICENSE REQUEST FROM RUBY TUESDAY INC. #9603038 DBA RUBY TUESDAY AND FORWARDING TO THE OHIO DIVISION OF LIQUOR CONTROL WITH NO OBJECTIONS AND NO REQUEST FOR A HEARING:

It was moved by Mr. Jordan, seconded by Mrs. Martin to approve the following resolution:

Whereas, the Ohio Division of Liquor Control has notified both the Delaware County Board of Commissioners and the Orange Township Trustees that Ruby Tuesday Inc. #9603038 DBA Ruby Tuesday has requested a new D5

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

permit located at 8753 Owenfield Dr. Orange TWP, Powell, Ohio 43065 and

Whereas, the Orange Township Trustees have stated they have no objection, the Delaware County Sheriff has responded--no known reason for a hearing to be requested and the Delaware County Commissioners have received no objections.

Therefore Be it Resolved, The Clerk of the Board shall complete the necessary forms and notify the Ohio Division of Liquor Control that no objections are made and no hearing is requested by this Board of County Commissioners.

Vote on Motion Mr. Ward Aye Mr. Jordan Aye Mrs. Martin Aye

RESOLUTION NO. 03-462

IN THE MATTER OF GRANTING THE ANNEXATION PETITION OF 0.92 ACRES OF LAND IN DELAWARE TOWNSHIP TO THE CITY OF DELAWARE:

It was moved by Mrs. Martin, seconded by Mr. Jordan to approve the following resolution:

Whereas on February 25, 2003, the Clerk to the Board of the Delaware County Commissioners received an annexation petition filed by William D. Fergus Jr., agent for the petitioners, of 0.92 Acres, more or less, in Delaware Township to the City of Delaware.

Whereas, ORC Section 709.23-Expedited Type 2 Annexation Petition; Petitions By All Property Owners With Or Without Consent of Municipality & Township(s) – If the Municipality or Township does not file an objection within 25 days after filing of annexation, the Board at its next regular session shall enter upon its journal a resolution granting the proposed annexation.

Whereas, 25 days have passed and the Clerk of the Board has not received an objection from the City of Delaware or the Township of Delaware.

Therefore, Be It Resolved, the Delaware County Board of Commissioners grants the annexation petition request to annex 0.92 Acres, more or less, in Delaware Township to the City of Delaware.

Vote on Motion Mrs. Martin Aye Mr. Jordan Aye Mr. Ward Aye

RESOLUTION NO. 03-463

IN THE MATTER OF APPROVING TRANSFER OF FUNDS, APPROPRIATIONS, AND SUPPLEMENTAL APPROPRIATIONS FOR THE DATA CENTER:

It was moved by Mr. Jordan, seconded by Mrs. Martin to approve the following:

TRANSFER OF APPROPRIATION

FROM:	TO:	
10011102-5901	10015102-5801	\$ 15,599.11
General Fund/Contingency	General Fund-Data Center/Transfers	

TRANSFER OF FUNDS

FROM:	TO:	
10015102-5801	20315101-4601	
General Fund/Data Center/Transfers	Data Center/Revenue	\$ 15,599.11

SUPPLEMENTAL APPROPRIATIONS

FUND NUMBER:	FUND NAME:	AMOUNT:
20315101-5001	Data Center/Salaries	\$ 13,564.45
20315101-5120	Data Center/PERS	\$ 1,837.98
20315101-5131	Data Center/Medicare	\$ 196.68

Vote on Motion Mr. Jordan Aye Mrs. Martin Aye Mr. Ward Aye

RESOLUTION NO. 03-464

IN THE MATTER OF APPROVING THE LEAD SAFE RELOCATION PLAN FOR THE COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) FY 2003 ON CONTINGENT THAT

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

DELAWARE COUNTY RECEIVES THE CHIP 2003 GRANT FUNDS FOR PRIVATE OWNER REHABILITATION AND HOME REPAIRS FROM OHIO DEPARTMENT OF DEVELOPMENT:

It was moved Mrs. Martin, seconded by Mr. Jordan to approve the following:

WHEREAS, the Ohio Department of Development has established the Community Housing Improvement Program (CHIP) to provide funding to local governments for the purpose of improving housing conditions, especially for low and moderate income households; and

WHEREAS, Delaware County has numerous low and moderate income households which need various forms of housing assistance and support services; and

WHEREAS, Delaware County has prepared and adopted a Community Housing Improvement Strategy and submitted same to the Ohio Department of Development; and

WHEREAS, this Relocation Plan was developed as a strategy to assist families with temporary relocation during the construction stage of the lead safe rehabilitation work;

NOW THEREFORE, PURSUANT TO THE FOREGOING, BE IT HEREBY RESOLVED by the Board of Commissioners, County of Delaware, State of Ohio as follows:

SECTION I. The Board of Commissioners authorizes the approval of the Lead Safe Relocation Plan to assist Private Owner Rehabilitation and Home Repairs in relocation while lead work is being done to their units.

Section II. The goal of the Lead Safe Housing Rehabilitation Program is to integrate lead paint hazard with the housing rehab program and reduce the exposure of young children to lead based paint hazards in their homes.

SECTION III. The Lead Safe Relocation Plan is in compliance with the HUD guidelines for the Evaluation and Control of Lead based Paint Hazards in Housing.

SECTION IV. That the Board of Commissioners authorizes the President of the Board to execute this plan contingent that the County receives the CHIP FY 2003 grant funds for Private Owner Rehabilitation and Home Repairs from the Ohio Department of Development.

**Lead-Safe Relocation Plan
Delaware County**

Delaware County administers a lead-safe housing rehabilitation program through the Ohio Department of Development (ODOD) Community Housing Improvement Program (CHIP). This relocation plan was developed as a strategy to assist families with temporary relocation during the construction stage of the lead-safe rehabilitation work. The intent is to help relocate families who own their own homes and voluntarily ask Delaware County for a grant to remove the lead hazards in their homes. In addition, it will assist those tenants who may be temporarily relocated when an owner requests assistance to control lead hazards in a rental unit.

Overview

The goal of the Lead-Safe Housing Rehabilitation Program is to integrate lead paint hazard with the housing rehab program and reduce the exposure of young children to lead-based paint hazards in their homes.

These activities are designed to meet the requirements of HUD's Lead-Based Paint Abatement Housing where appropriate action must be taken to protect occupants, especially young children (six years of age and under) and women of child bearing age (14 to 44 years of age), from lead hazards associated with lead hazard reduction activities. Homes selected for testing and treatment under the program have been constructed prior to 1978 and contain lead-based paint hazards.

These policies are in compliance with HUD Guidelines for the Evaluation and Control of Lead-based Paint Hazards in Housing (Chapter 8), June 1995, and the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

The process of hazard reduction can last from a few hours to several weeks. To protect eligible homeowners and renters who live in housing units with lead paint, it may be necessary for them to temporarily remove their families from the premises. In all cases, the program will strive to limit the time that the family must be out of the home and will ensure that the safety of the children has the highest priority.

The program offers several levels of assistance:

1. No displacement (permanent, involuntary move) is anticipated. All occupants shall be notified in writing that they shall not be displaced.
2. Residential occupants will not be required to move permanently but may be required to relocate

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

temporarily to permit the lead-based paint abatement program to be carried out. All conditions of the temporary relocation must be reasonable. At a minimum, and based on the level of need as determined by Delaware County Housing staff, the owner/tenant shall be eligible for:

- a. Owners-- a payment to assist them in their temporary relocation;
 - b. Renters — reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation, including the cost of moving to and from the temporarily occupied housing and any increase in monthly rent/utility costs at that housing; and
 - c. Appropriate advisory services, including reasonable advance written notice of the beginning date and approximate duration of the temporary relocation; the address of the suitable, decent, safe, and sanitary lead-safe dwelling to be made available for the temporary period; and the reimbursement provisions stated in 2.(a.) or 2(b.).
3. The policy regarding temporary relocation costs for owner-occupants who elect to participate in abatement is a matter of the Housing Program's discretion.

There are specific situations in which occupants may not be present in a dwelling unit undergoing lead hazard reduction, and requirements that must be met if occupants will remain in the unit. In most circumstances, occupants must be temporarily relocated during lead hazard reduction activities.

The intent of this program is to develop an individual plan for families in need of relocation on a case by case basis. However, when possible, every attempt will be made to help families through one of the Delaware County plans.

In addition, there are certain situations where occupants may remain in the unit during lead hazard reduction work. The following conditions and restrictions apply to these types of projects.

Prohibit Access to Work Areas

No occupant shall be present in work areas or designated adjacent areas (not necessarily a whole room) while lead hazard reduction activities are taking place in any dwelling unit interior, common area or exterior. Adjacent areas are spaces set aside next to work areas that serve as a buffer zone between the work area and the remainder of the dwelling unit. Occupants may not reoccupy a work area or adjacent area until post-lead hazard reduction clearance standards have been met. See attached addendum for more information on work areas and adjacent areas.

Actions That Do not Disturb Lead-Based Paint

Relocation is not required if lead-based paint on walls, woodwork or other surfaces is not being removed or otherwise disturbed. For example, when the entire intervention involves dust lead cleaning only and no lead-based paint will be removed, occupants can remain in the unit.

Hazard Reduction Completed within Eight (8) Hours

Relocation is not required if the following three conditions are met:

1. The lead hazard reduction and the final cleanup of the work area and adjacent areas can be accomplished in one eight-hour working day; and
2. The areas available for occupancy provide sufficient bathroom, kitchen and sleeping facilities and entry/egress pathways to meet the needs of the occupants. (When hazard reduction work is done in these key areas, relocation is required until clearance standards are met – unless the work is extremely limited and the work and adjacent area can be sealed and sufficiently isolated in the room to allow adequate safe access by occupants); and
3. Dust and debris in the work areas and adjacent areas are contained, in accordance with the HUD Interim Guidelines, from entering the remainder of the dwelling unit. Occupant belongings are removed from these areas, or covered and sealed. If little or no lead-based paint will be disturbed in the work area, occupant belongings can be covered but not necessarily sealed, and dust can be contained within the work area without the use of an adjacent area.

Hazard Reduction Requiring More Than Eight Hours

If a lead hazard reduction takes more than one eight-hour working day to complete, occupants should, in general, be temporarily relocated. However, if a project requires multiday interventions without relocation, considerable precautions must be taken. The following are minimum requirements:

1. The lead hazard activities are of limited scope (can be completed in five or fewer calendar days with

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

work proceeding one or two rooms at a time);

2. The work areas and adjacent areas (together not necessarily an entire room) can be contained from the remainder of the dwelling unit, and dust caused by lead hazard reduction can be completely contained within the work area and adjacent areas;

3. The work area and adjacent areas can be sealed against entry during non-working hours;

4. The work area and adjacent areas remain inaccessible to occupants until post-lead hazard reduction clearance standards are met;

5. The areas available for occupancy provide sufficient bathroom, kitchen and sleeping facilities and entry/egress pathways to meet the needs of the occupants;

6. Thorough daily cleanup procedures (HEPA vacuum at minimum) are followed at the conclusion of work each day in the work area and adjacent areas;

7. Dust samples in living areas where pre-abatement dust testing was done and within 10 feet of the entrance to the adjacent area are taken at the end of the first day's work (1 sample) and at the end of the job (1 sample) and demonstrate that pre-lead hazard reduction levels do not increase HUD minimum requirements. Only regularly planned daily cleanup measures may take place before this sampling is completed. Work need not stop until dust sample results are available. However, the results of the dust sampling should be available within 24 to 48 hours.

After a specific work crew/supervisor has met this standard on both dust samples in 3 or more consecutive dwelling units (as applicable) using the same hazard reduction methods, then a living areas dust sample may be taken only at the end of the job in subsequent units done by that work crew/supervisor.

8. If there is lead dust migration into the occupied areas, (i.e., living areas where dust samples exceed the levels in 7. above), work must be stopped until relocation can be accomplished and appropriate dust cleanup procedures can be completed.

If these occupant protection requirements are not met, occupancy is prohibited during lead hazard reduction. Occupancy can occur again only after post-lead hazard reduction clearance standards are met. Occupants may not reoccupy any work area or adjacent area until post-lead hazard reduction clearance standards are met.

Lead Hazard Reduction on Exterior Surfaces

If lead-contaminated paint on the exterior of a dwelling unit is being abated, the following steps must be taken to ensure occupant protection:

1. Windows and doors to the interior space within the work area and adjacent area must be sealed off to prevent lead-contamination dust from entering the unit; and

2. Occupants, whenever possible, are prohibited from using entry/egress pathways in proximity to exterior lead hazard reduction areas. If alternate means of egress are unavailable, a pathway into and out of the dwelling unit must be maintained clear of paint chips and dust from the intervention activity, and occupants warned to avoid tracking dust into their home.

The above policies are intended to safeguard the health of residents and to balance their concerns with the operational realities of lead hazard reduction. Residents are probably at greatest risk where lead-based paint surfaces are being disturbed, and contractors and residents should act accordingly. All parties concerned must ensure that the children are exposed to the very least risk possible.

Voluntary Relocation for Homeowners

The objective of this program is to provide financial assistance and technical support to families who are willing and able to help with their own relocation efforts. A payment will be given to families based on the county's relocation plan.

All families will receive applicable notices that will be delivered by certified mail or delivered in person. Families will be sent letters to notify them that they will not be displaced. These letters, and all letters regarding temporary relocation, will be delivered by hand or certified mail. Verification that letters were received will be maintained in the homeowner's relocation file.

In addition, families will be sent letters to notify them of their eligibility for benefits under Delaware County's Voluntary Relocation Plan. They will receive benefits based on the amount of time they must be out of their home and the number of people in the household. Although the family may be required to leave the home during lead control construction, this program is considered voluntary because the families are asking the Delaware County

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

Housing Program to assist them in removing lead hazards from their home.

1. Voluntary relocation during the day only.

Payment	Family Size of Four or Less	Additional Payment
\$50.00/day	1,2,3 or 4 people	\$12.50 per day per person

For example, a family of four who must be out of their home for five days will receive a payment of \$200.00.

Every effort will be made to deliver the payment check to the homeowner on or before the first day of relocation. However, there may be extenuating circumstances where this is not possible due to delays in the processing of the check or weekends that may slow down delivery of the check.

Families will be asked to leave their residence between designated hours during the day. They will be provided a payment based on a rate as stated above. This will be explained to them during their relocation counseling so any questions will be addressed before the time of temporary relocation.

The payment may be used for food for lunch since families will be home for breakfast and dinner meals. Also, the payment may be used for transportation or other discretionary uses as determined by the family to make their time away from their home as comfortable as possible.

2. Voluntary relocation requiring the family to be away from their home overnight.

Payment	Family Size of Four or Less	Additional Payment
\$125.00	1,2,3 or 4 people	\$25.00 per day per person

In rare circumstances, if need is determined by staff, homeowners will receive an additional payment to pay for actual moving expenses. This may be necessary if the contractor is not able to safely cover all property that may be exposed during construction. Or the program will pay for additional moving expenses when it is necessary for a person's employment (such as a computer) or health (such as medical equipment).

The family may use the payment in any manner it chooses to cover expenses. For example, the family may use \$50 to \$60 for a motel and use the balance of \$65 to \$75 for food for three meals. If a family of four must be out of their home for four days, they will receive a check for \$500.

In general, families will be asked to make their own arrangements for overnight lodging; however, the relocation staff may assist in finding referrals for lodging at the homeowner's request. Lodging, in each case, must be lead safe (e.g., built after 1978 or tested and lead levels found to be below the "safe" levels as established by HUD).

Payment procedures and additional moving expense procedures will be followed according to the terms stated in (1.) above.

Involuntary Relocation Plan for Tenants

The intent of this program is to comply with the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (URA) as it applies to tenants who may be involuntarily relocated on a temporary basis to treat any lead hazards in their rental units.

Tenant relocation is considered involuntary because it is the owner (landlord) who is requesting the lead hazard control assistance. However, tenants are not considered "displaced" because they are not permanently relocated, and their rents are not increased as a result of the hazard reduction.

Eligible residents (tenants) of rental properties will be entitled to proper notifications and reimbursement of reasonable out-of-pocket expenses incurred in connection with the temporary relocation. If a landlord does not assist in this process or if that person interferes with the staff's efforts to temporarily relocate the residents, the landlord will be required to pay for any costs which may be incurred (i.e., if the residents become displaced and become eligible for the full range of URA benefits).

The landlord may not increase rents for one year from the time that lead hazard controls are complete. In addition, the landlord may be asked to pay for temporary relocation costs when they go above and beyond the scope of Delaware County's Lead-Based Paint program.

In situations where the de-leading work is being conducted in response to important health related needs of the household, such as the discovery of a child with an elevated lead blood level, the less stringent, emergency relocation provisions of URA may apply.

Eligible residents include families where children live or visit often or visit for an extended length of time. It also includes families where there is a woman of child-bearing age (from 14 to 44 years of age). By this definition, families may include grandparents or single men who have children in their home on a regular basis.

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

There are a variety of ways to provide temporary housing:

1. Some residents prefer to temporarily move in with other family members who live nearby.
2. In cases involving the abatement of large multifamily projects, one or more "lead-safe" units can be made available for the temporary relocation of tenants. As units are treated, families are rotated through these units. This is called a "checkerboard" system.
3. In cases where vacant, lead-free units are not available on-site, the residents may temporarily relocate to motels or other nearby properties.
4. The temporary units must be suitable, decent, safe and sanitary. This means that large families must have temporary housing with an adequate number of bedrooms. This does not mean that the unit must be "comparable" to their permanent housing unit.

Residents are eligible for the following benefits

1. General Information Notices. (GINs) These letters, issued to tenants at the time of owner's application for lead assistance, must be sent to tenants to explain what funding the owner has applied for and that the tenant will not be permanently displaced. The tenant is cautioned not to move out of the unit or they will not be eligible for further benefits. This notice must be delivered as soon as possible after the owner's submission of an application.

All letters will be hand-delivered or sent by certified mail. A tenant file will be maintained for each tenant family, and it will include verification that letters were sent and received by the tenant.

2. Notices of Nondisplacement. These letters are sent at the time the property owner and the Delaware County Housing Program reach agreement; and it must explain that the tenant will not be "displaced." This means that the tenant will not be forced to move out their housing unit on a permanent basis.
 3. Temporary Relocation Notices. These letters are required to provide the tenant with "reasonable" advance written notice of relocation and should explain where the temporary housing is located, the terms and conditions of the temporary move and the right to reimbursement of all reasonable out-of-pocket expenses. These notices should be sent about one month in advance to give families sufficient time to prepare for their move.
 4. Elevated blood levels and presence of lead in housing unit notices. When the Delaware County Housing Program receives notice that a child living in the project has been found to have an elevated lead blood level, it will inform the family in writing. Also, it will inform the family if the unit tests positive for lead-based paint hazards.
 5. When possible, the notices in (4.) may be combined with the other relocation notices.
 6. The tenant will be provided with reimbursement for all reasonable out-of-pocket expenses incurred in connection with temporary relocation, including the cost of moving to and from the temporarily occupied housing and any increase in monthly rent/utilities at such housing. Housing staff will assist tenants when necessary or when the tenant asks for additional support. Housing staff will document all relocation efforts in the tenant files. However, if the project is cancelled prior to relocation and no federal funds are put into the project, the tenant will not be eligible for any financial benefits.
 7. The landlord will be required to not raise the rent for one year from completion of the project. However, if the landlord does raise the rents, the landlord will be required to pay any rent increases for one year from the time of project completion. The date of completion will be the date of final inspection as determined by the relocation staff. The tenant shall not be liable for any rent increases during that year. The landlord will be asked to show proof that existing leases have been extended or new leases have been issued and signed that extend the rent levels paid by the tenant prior to the lead work for one additional year.
- Landlords must also certify that tenants will not be rent burdened by paying more than 30 percent (30%) of their income to rent.
8. Families must continue to pay rent in their permanent housing unit, even during the time of temporary relocation.
 9. After work is complete, the family will move back to their permanent housing so that any vacant units will become available for another family.
 10. The program will make available translation services as necessary.

**COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003**

When temporary units are made available to tenants in a project, additional precautions will be taken to minimize the costs and ensure the health and safety of the family. These may include but not be limited to:

1. The family may receive a checklist of what items to take to the temporary unit.
2. The units shall have kitchens so the family can continue to cook their own meals.
3. A nurse may visit the family and take voluntary blood samples from children to monitor their health risk
4. The furniture that is provided is durable, minimizing the wear and tear on the unit and reducing the chance that it will be removed from the unit.
5. Long-distance calls are blocked on the telephones. Families must use a pay phone or calling card.
6. Other temporary arrangements are made for pets through the use of a local kennel if necessary.
7. Reimbursement for utility and telephone hookups will be provided to the tenant
8. A tenant may waive their rights to relocation assistance by agreeing to cost-saving measures (e.g., moving in with relatives).
9. Owner-occupants participating voluntarily are not entitled to reimbursement for temporary relocation expenses, except as stated in Delaware County's Voluntary Relocation Plan.

In all cases the Relocation Specialist will work to ensure that the family can live independently during their temporary relocation. The Relocation Specialist will make sure the family is self-sufficient, but cannot be available to help the family in an excessive way. The program will strive to meet the needs of families during these difficult times in a cost-effective way.

Vote on Motion Mr. Jordan Aye Mrs. Martin Aye Mr. Ward Aye

RESOLUTION NO. 03-465

IN THE MATTER OF APPROVING PERSONNEL ACTIONS:

It was moved by Mr. Jordan, seconded by Mrs. Martin to approve the following:

Robert Hager is resigning his position with the Delaware County Emergency Medical Services Department; effective date April 20, 2003.

Amy Hammond has resigned her position as Telecommunication Operator I with the Emergency Medical Services Department; effective date April 3, 2003.

Vote on Motion Mr. Ward Aye Mr. Jordan Aye Mrs. Martin Aye

RESOLUTION NO. 03-466

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR CONSIDERATION OF APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION OR COMPENSATION OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL:

It was moved by Mr. Jordan, seconded by Mrs. Martin to adjourn into Executive Session at 9:38AM.

Vote on Motion Mrs. Martin Aye Mr. Jordan Aye Mr. Ward Aye

RESOLUTION NO. 03-467

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mrs. Martin, seconded by Mr. Ward to adjourn out of Executive Session at 9:45AM.

Vote on Motion Mr. Jordan Aye Mrs. Martin Aye Mr. Ward Aye

There being no further business the meeting adjourned.

COMMISSIONERS JOURNAL NO. 44 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 10, 2003

Kristopher W. Jordan

Deborah B. Martin

James D. Ward

Letha George, Clerk to the Commissioners