

COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD APRIL 22, 2004

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

PUBLIC COMMENT

Julie Blake from Juvenile Court came to session with some children of Employees for “Take Your Child to Work Day”. They are touring various County Departments and Offices.

RESOLUTION NO. 04-502

IN THE MATTER OF APPROVING THE RESOLUTIONS AND RECORDS OF THE PROCEEDINGS FROM REGULAR MEETING HELD APRIL 19, 2004 AS CONTAINED IN THE COUNTY’S OFFICIAL ELECTRONIC RECORDINGS OF THE PROCEEDINGS:

It was moved by Mr. Jordan, seconded by Mr. Ward to approve the resolutions and records of the proceedings from regular meeting held April 19, 2004 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. 04-503

IN THE MATTER OF APPROVING PURCHASE ORDERS, VOUCHERS AND PAYMENT OF WARRANTS IN BATCH NUMBERS:

It was moved by Mr. Ward, seconded by Mr. Jordan to approve payment of warrants in batch numbers CMAPR0421and Purchase Orders and Vouchers as listed below:

<u>Vendor</u>	<u>Description</u>	<u>Account Number</u>	<u>Amount</u>
Vouchers			
Ben Bro Enterprises Inc,	Bldg/Land Rental	10011105-533533502	\$ 14,625.00
CEBCO	May Premiums & Claims	60211902-537037030	\$ 537,939.52
Trak Engineering	Fuel Management System	40111402-5410	\$ 8,560.00
CCAO SC	Gas/Utilities/Feb-Mar	10011105-533833810	\$ 14,379.58
AEP	Serv/140 N. Sandusky St.	10011105-533833802	\$ 11,735.46
Scott, Scriven and Wahoff	Legal Services	10011108-5301	\$ 6,030.28
Defense Technology Corp of Am.	201 Law Enforcement Kits	21511310-5260	\$ 15,287.53
Northwestern OH Security	Security/Wolf Bldg	40111402-5410	\$ 17,489.97
AEP	OECC	65211905-533833802	\$ 33,751.35
BP Products	Fuel Management System	65211905-522822801	\$ 9,314.61
Nature Stone	Courthouse Floor	40111402-5410	\$ 12,876.00
Mid State Gen	Generator Repair OECC	65211919-532832810	\$ 5,216.52
US Postal Service	Postal Services	10011105-5331	\$ 20,000.00

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

RESOLUTION NO. 04-504

IN THE MATTER OF APPROVING A YOUTH GARDEN SPONSORED BY THE JUVENILE COURT STAFF:

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

Whereas, the Juvenile Court desires to sponsor a Youth Garden to serve the Mentoring and Community Service Programs; and

Whereas, the name of the garden would be SPICE (Seeds Planted In a Community Environment); and

Whereas, there are grant opportunities available for materials from Fiskars Garden Tools; and

Whereas, Juvenile Court is requesting to use the vacant lot on Union (formerly known as 174 N. Union Street) as the site of the garden; and

Whereas, Juvenile Court is requesting the installation of a lockable water meter using existing waterlines remaining from the former structures on the property.

Therefore Be It Resolved, that the Board of Delaware County Commissioners approves the SPICE Garden

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Project, the use of the vacant lot and the installation of a lockable water meter.

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

RESOLUTION NO. 04-505

SETTING DATE AND TIME FOR RECEIPT OF STATEMENTS OF QUALIFICATIONS (SOQ) FROM
EXPERIENCED ENVIRONMENTAL/ENGINEERING FIRMS TO ASSIST THE COUNTY IN NECESSARY
ENVIRONMENTAL/ARCHITECTURAL/ARCHEOLOGICAL SURVEYS AND BORINGS FOR TWELVE
RADIO TOWER SITES ASSOCIATED WITH THE COUNTYWIDE 800 MHZ SYSTEM:

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

PUBLIC NOTICE
REQUEST FOR STATEMENT OF QUALIFICATIONS
ENVIRONMENTAL/ENGINEERING SERVICES
DELAWARE COUNTY, OHIO COMMISSIONERS

The Delaware County Board of Commissioners wishes to receive Statements of Qualifications (SOQ) from experienced environmental/engineering firms to assist the County in performing environmental surveys and borings for 12 Tower site locations throughout the County as part of a wireless radio system.

The work shall involve, but not limited to, conducting environmental, architectural and archaeological surveys and borings, as needed, for 12 existing and new tower site locations that are part of an 800 MHz digital radio project.

Statements of Qualifications will be received at the Delaware County Commissioners’ Office, Attention: Mr. Larry Fisher, Director Emergency Services, 10 Court Street, Delaware, Ohio 43015 until **12:00 noon on May 3, 2004**. Three (3) copies of all submittals are to be included. Submittals pursuant to this invitation will not be received after the hour and date stated above.

CONTENT of CONSULTANT’S STATEMENT of QUALIFICATIONS:

Statement of Qualifications should include, but is not limited to the following:

- I. Name of firm, address and telephone number.
- II. Names, qualification and experience of principals and key personnel who are to be assigned to the project. Provide detailed information on these individuals so as to indicate their availability to the project. This information should include, but not limited to the following for each individual:
 - (a) Number and type of projects in which individual are involved.
 - (b) A graphical or tabular representation of hours available for key personnel.
 - (c) Key personnel being defined as project engineers, design engineers, designers and other professionals needed by the project.
- III. Number and composition of staff available for the project, including a table of organization. Composition should be broken into professional, sub-professional, technicians, administrative and clerical.
- IV. Name of responsible firm member and project manager.
- V. Project statement as determined by consultant.
- VI. Listing of all sub-consultants whose qualifications are being used to obtain qualifications in any of the areas identified.
- VII. A statement of the firm’s overall operating philosophy and organizational characteristics.
- VIII. An outline of the firm’s Quality Assurance or Quality Management Program.

SCOPE OF ARCHITECTURAL / ENGINEERING SERVICES

I. Phase I Environmental Site Assessment (ESA)

- 1. Conduct ESA in accordance with ASTM Standard E1527-00
- 2. Perform site reconnaissance.
- 3. Conduct inquiries and review existing records on property.
- 4. Conduct interviews as necessary.
- 5. Prepare report of findings.
- 6. Provide copy of report to Client.

II. Subsurface Borings

- 1. Drill one (1) boring at each site to a depth of 50.0 feet
- 2. Conduct Standard Penetration Testing.
- 3. Visually classify soil samples and laboratory test in accordance with ASTM/ASASHTO.
- 4. Prepare engineering and analysis report for each site.

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III. Archaeological/Architectural Literature Review and Photo Log Preparation

Complete review and recommend necessity of an Archaeological/Architectural Phase I survey for each site.

IV. Archaeological/Architectural Phase I Survey

Conduct surveys as needed and authorized by client.

V. Additional Services (As authorized by Client)

- 1. Property and Easement surveying.
- 2. Property and Easement description preparation.

Any proposals submitted to Delaware County, Ohio are to be prepared at the submitter’s expense. 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 submitter and Delaware County. Delaware County shall have no liability whatsoever to any submitter whose proposal is not accepted.

As required by the Ohio Revised Code, responding firms will be evaluated and ranked in order of their qualifications by a selection committee based on proposals and conducted interviews. Upon ranking of at least the top three firms, Delaware County may enter into contract negotiations with the firm ranked most qualified. If no agreement can be reach with the first firm, Delaware County may enter into negotiations with the firm ranked to be the next most qualified firm.

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

RESOLUTION NO. 04-506

IN THE MATTER OF APPROVING PERSONNEL ACTIONS:

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

Eric Burgess has accepted the Crew Chief position with the EMS/911 Department; effective date April 22, 2004.

Elizabeth Wurst has been promoted to a full time Paramedic Floater Position with the EMS/911 Department; Effective date April 28, 2004.

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

RESOLUTION NO. 04-507

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 Mr. Ward to adjourn into Executive Session at 9:44AM.

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

RESOLUTION NO. 04-508

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. Ward, seconded by Mr. Jordan to adjourn out of Executive Session at 10:23AM.

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

There being no further business the meeting adjourned.

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Kristopher W. Jordan

Deborah B. Martin

James D. Ward

Letha George, Clerk to the Commissioners