

COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 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**

**RESOLUTION NO. 04-566**

**IN THE MATTER OF APPROVING THE RESOLUTIONS AND RECORDS OF THE PROCEEDINGS FROM REGULAR MEETING HELD MAY 3, 2004 AS CONTAINED IN THE COUNTY'S OFFICIAL ELECTRONIC RECORDINGS OF THE PROCEEDINGS:**

It was moved by Mr. Ward, seconded by Mr. Jordan to approve the resolutions and records of the proceedings from regular meeting held May 3, 2004 as contained in the county's official electronic recordings of the proceedings.

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

**RESOLUTION NO. 04-567**

**IN THE MATTER OF APPROVING PURCHASE ORDERS, VOUCHERS AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR055 AND MEMO TRANSFERS IN BATCH NUMBERS MTAPR055:**

It was moved by Mr. Jordan, seconded by Mr. Ward to approve payment of warrants in batch numbers CMAPR055, memo transfers in batch numbers MTAPR055 and Purchase Orders and Vouchers as listed below:

<u>Vendor</u>	<u>Description</u>	<u>Account Number</u>	<u>Amount</u>
<b>Vouchers</b>			
Ameritas Group Dental	May Premiums	75010903-5370	\$ 14,191.49
Child Care Unlimited	Day Care	22411606-5348	\$ 5,643.00
BP Products North America	Gas for Service Center	10011106-522822801	\$ 12,082.20

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

**RESOLUTION NO. 04-568**

**IN THE MATTER OF APPROVING TRAVEL EXPENSE REQUESTS:**

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

The Administrative Services Department is requesting that Terry Conant attend a National Animal Control Conference in Dayton Beach, Florida May 16 to 19, 2004, at no cost to the County.

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

**RESOLUTION NO. 04-569**

**IN THE MATTER OF APPROVING A RENEWAL APPLICATION FOR AN ODADAS JUVENILE DRUG COURT GRANT:**

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

Grant #                      99-09018-DCRT-T-04-005  
Source:                      ODADAS  
Grant Period:                      July 1, 2004 to June 30, 2005

Federal Grant Amount:                      \$ 75,000.00  
Local Match:                                0.00  
Total Grant Amount:                      \$ 75,000.00

The ODADAS Byrne Memorial Grant Program partially funds the Drug Court Coordinator position, one Magistrate position, and one Deputy Clerk position. No Match dollars are required. All Staff members paid from this grant are well aware that their positions are grant funded and contingent on continued funding.

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

**RESOLUTION NO. 04-570**

**COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 2004**

**IN THE MATTER OF APPROVING A RENEWAL APPLICATION FOR A JUVENILE COURT YOUTH MENTORING GRANT:**

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

Grant #            21-09018-YMENT-P-04-0221  
Source:            ODADAS  
Grant Period:     July 1, 2004 to June 30, 2005

Federal Grant Amount:    \$ 39,827.00  
Local Match:                7,593.00  
Total Grant Amount:     \$ 47,420.00

The ODADAS Byrne Memorial Grant Program fully funds the T.E.A.M. Mentor Program Coordinator position, and partially funds one Intake Officer position. No General fund dollars are required for the match. All Staff members paid from this grant are well aware that their positions are grant funded and contingent on continued funding.

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

**RESOLUTION NO. 04-571**

**IN THE MATTER OF APPROVING A RENEWAL APPLICATION FOR A JUVENILE DRUG COURT GRANT:**

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

Grant #            2004-F01-DG-7201  
Source:            OCJS Byrne Memorial  
Grant Period:     January 1, 2005 to December 31, 2005

Federal Grant Amount:    \$ 85,000.00  
Local Match:                28,333.00  
Total Grant Amount:     \$ 113,333.00

The OCJS Byrne Memorial Grant Program entirely funds the Drug Court Clinician position and partially funds both one Probation Officer and the Drug Court Coordinator positions. No General fund dollars are required for the match. All Staff members paid from this grant are well aware that their positions are grant funded and contingent on continued funding.

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

**RESOLUTION NO. 04-572**

**IN THE MATTER OF APPROVING A RENEWAL APPLICATION FOR A JUVENILE COURT DIVERSION GRANT:**

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

Grant #            2004-C01-DG-7081  
Source:            OCJS Byrne Memorial  
Grant Period:     January 1, 2005 to December 31, 2005

Federal Grant Amount:    \$100,000.00  
Local Match:                33,333.00  
Total Grant Amount:     \$ 133,333.00

The OCJS Byrne Memorial Grant Program entirely funds the One Diversion Officer position, the Diversion Clinician position, and the one Community Services Specialist position. No General fund dollars are required for the match. All Staff members paid from this grant are well aware that their positions are grant funded and contingent on continued funding.

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

**RESOLUTION NO. 04-573**

**A RESOLUTION AUTHORIZING THE DELAWARE COUNTY COMMISSIONERS TO ENTER INTO AN AGREEMENT WITH POGGEMEYER DESIGN GROUP FOR THE PROVISION OF CDBG FY 2004 FAIR**

**COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 2004**

**HOUSING CONSULTING SERVICES CONTINGENT THAT DELAWARE COUNTY RECEIVES THE CDBG FY 2004 FUNDS FROM OHIO DEPARTMENT OF DEVELOPMENT:**

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

WHEREAS, the Ohio Department of Development provides financial assistance to local governments under the Community Development Block Grant (CDBG) Formula Program to Delaware County, and

WHEREAS, participation in the CDBG program requires that efforts be made to affirmatively further fair housing locally, and

WHEREAS, Delaware County is applying for Four Thousand Five Hundred Dollars (\$4,500) through the FY04 CDBG Formula Program for Fair Housing activities.

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

Section 1. That the Board of Commissioners authorizes the President of the Board to execute an Agreement for Fair Housing Consulting Services with Poggemeyer Design Group in an amount not to exceed Four Thousand Five Hundred Dollars (\$4,500) contingent on Delaware County receiving approval of the FY 2004 Grant from the Ohio Department of Development.

Section 2. That this Resolution shall take effect and be in force immediately after the Ohio Department of Development awards the FY 2004 Grant to Delaware County.

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

**RESOLUTION NO. 04-574**

**IN THE MATTER OF APPROVING THE AGREEMENT BETWEEN DELAWARE COUNTY COMMISSIONERS AND POGGEMEYER DESIGN GROUP FOR THE DELAWARE COUNTY 2004 COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) FOR GRANT PREPARATION ASSISTANCE, HOUSING REHABILITATION SPECIALIST AND LEAD HAZARD CONSULTING SERVICES CONTINGENT ON DELAWARE COUNTY RECEIVING APPROVAL OF THE CHIP GRANT FROM THE OHIO DEPARTMENT OF DEVELOPMENT (ODOD):**

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

WHEREAS, the Ohio Department of Development provides financial assistance to local governments under the Community Development Block Grant (CDBG) Program and HOME Investment Partnership program; and

WHEREAS, the Community Housing Improvement Program (CHIP) is one program under the CDBG and HOME programs for the purpose of addressing local housing needs; and

WHEREAS, in anticipation that the County will submit an application to ODOD for funding under the CHIP FY2004 program, the Board of County Commissioners desire to seek a consulting firm to administer the FY 2004 CHIP grant contingent on Delaware County receiving funding through the FY 2004 CHIP Grant; and

WHEREAS, Poggemeyer Design Group has submitted qualifications and a proposal to provide grant preparation assistances, housing rehabilitation and administrative consulting services to the County for the FY 2004 CHIP Program.

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

Section 1. That the Delaware County Board of Commissioners determines that on the basis of price and experience and the proposal submitted, the Poggemeyer Design Group, submitted the lowest and best bid to provide grant preparation assistance, housing rehabilitation and lead hazard consulting services for the FY 2004 CHIP.

Section 2. That the Board of Commissioners authorizes the President of the Board to execute an agreement concurring in the awarding of a contract for grant preparation assistance, housing rehabilitation administrative consulting and lead hazard control services in the amount up to \$69,000 with Poggemeyer Design Group for the FY 2004 CHIP.

Section 3. That this Resolution shall take effect and be in force immediately after the Ohio Department of Development awards the CHIP FY 2004 Grant to Delaware County.

**COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 2004**

Contract on file at the Economic Development Department

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

**RESOLUTION NO. 04-575**

**IN THE MATTER OF APPROVING PERSONNEL ACTIONS:**

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

Crystal Ufferman has resigned her position with the Department of Job and Family Services; effective date May 14, 2004.

Steve Smith has resigned his position with the Environmental Services Department; effective date May 14, 2004.

Roy McClure has accepted the Telecommunication Operator II Position with the EMS/911 Department; Effective date May 24, 2004.

David Hall will remain in his current capacity as EMA Manager, but in addition will serve as interim EMS Manager for a period, not to exceed 120 days or until a permanent replacement for EMS manager is hired; effective date May 7, 2004.

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

**RESOLUTION NO. 04-576**

**SETTING DATE AND TIME FOR RECEIPT OF STATEMENTS OF QUALIFICATIONS (SOQ) FROM EXPERIENCED ARCHITECTURAL/ENGINEERING/CONSULTING FIRMS TO ASSIST THE COUNTY COURTS BUILDING ADVISORY COMMITTEE IN THE NEEDS AND SITE ASSESSMENTS FOR A PROPOSED NEW COUNTY COURTS BUILDING:**

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

**PUBLIC NOTICE  
REQUEST FOR STATEMENT OF QUALIFICATIONS  
PLANNING CONSULTANT SERVICES  
DELAWARE COUNTY, OHIO COMMISSIONERS**

The Delaware County Board of Commissioners wishes to receive Statements of Qualifications (SOQ) from experienced architectural/engineering/consulting firms to assist the County Courts Building Advisory Committee in the needs and site assessments for a proposed **new County Courts Building**.

The work shall involve, but not limited to, Courts needs assessment, site and building needs assessment.

Statements of Qualifications will be received at the Delaware County Courts Building Advisory Committee, Attention: Jan Antonoplos, Chair, Clerk of Courts, 91 N. Sandusky Street, Delaware, Ohio 43015 until **12:00 noon on May 26, 2004**. 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 professional, administrative, technician 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/or 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

**COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 2004**

---

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 CONSULTING SERVICES**

**I. Court Needs Assessment**

- A. Owner Input
  - 1. Conduct review meetings as needed.
- B. Preliminary Design
  - 1. Prepare conceptual drawings of proposed improvements.
- C. Report Preparation

**II. Site and Building Needs Assessment**

- A. Owner Input
  - 1. Conduct review meetings as needed.
- B. Geotechnical Preparation
  - 1. Review existing data and recommend further testing, as necessary.
- C. Preliminary Design
  - 1. Preliminary site plan.
  - 2. Prepare conceptual drawings of proposed improvements.
- D. Report 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            Mr. Jordan        Aye    Mrs. Martin        Aye    Mr. Ward            Aye

**RESOLUTION NO. 04-577**

**IN THE MATTER OF ANNOUNCING THE DELAWARE COUNTY BOARD OF COMMISSIONER'S POSITION WITH RESPECT TO PLANS AND INTENTIONS OF THE VILLAGE OF GALENA REGARDING THE PROVISION OF SEWAGE SERVICE AND TREATMENT:**

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

Whereas, the Village of Galena is a member of the Delaware County Regional Sewer District;

Whereas, the Village of Galena was ordered by the Ohio Environmental Protection Agency to resolve surface water pollution originating from the Village;

Whereas, these orders resulted in the installation of a sewage collection and treatment system in the Village of Galena;

Whereas, the Delaware County Board of Commissioners owns and operates the Donald E. Miller Wastewater Treatment Facility which serves the Village of Galena;

Whereas, the Village of Galena has committed the entire remaining capacity of the aforementioned facility to imminent development;

Whereas, the Village of Galena has requested expansion of the wastewater treatment facility;

Whereas, the Delaware County Board of Commissioners authorized the expansion of the facility from 75,000 gallons per day to 500,000 gallons per day for near term growth forecasted by the Village;

Whereas, the Delaware County Board of Commissioners has included the long term growth planned and forecasted by the Village of Galena in its Sewer Master Plan;

Whereas, although the aforementioned offers remain, the Village of Galena has found it to be in its best interest

COMMISSIONERS JOURNAL NO. 45 - DELAWARE COUNTY  
MINUTES FROM REGULAR MEETING HELD MAY 6, 2004

to withdraw from the Delaware County Regional Sewer District;

Now, therefore be it resolved that the Delaware County Board of Commissioners hereby authorizes the purchase of the Donald E. Miller Wastewater Treatment Facility by the Village of Galena under the following conditions:

- 1. Purchase price: \$370,000.00
- 2. In the event that the Village of Galena withdraws from the Delaware County Regional Sewer District, the Delaware County Board of Commissioners will not object to the Village of Galena providing facilities planning within its corporate boundaries.

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

**RESOLUTION NO. 04-578**

**IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR PENDING OR IMMINENT LITIGATION AND 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 9:55AM.

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

**RESOLUTION NO. 04-579**

**IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:**

It was moved by Mr. Ward, seconded by Mrs. Martin to adjourn out of Executive Session at 11:42AM.

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

There being no further business the meeting adjourned.

\_\_\_\_\_  
Kristopher W. Jordan

\_\_\_\_\_  
Deborah B. Martin

\_\_\_\_\_  
James D. Ward

\_\_\_\_\_  
Letha George, Clerk to the Commissioners