

COMMISSIONERS JOURNAL NO. 55 - DELAWARE COUNTY
MINUTES FROM REGULAR MEETING HELD JULY 7, 2011

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

Present:
Dennis Stapleton, President
Ken O’Brien, Vice President
Tommy Thompson, Commissioner

RESOLUTION NO. 11-708

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD JUNE 30, 2011:

It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve the following:

WHEREAS, the Board of Commissioners of Delaware County, Ohio (the “Board”) met in regular session on June 30, 2011; 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 Mr. Thompson Aye Mr. Stapleton Aye Mr. O'Brien Aye

PUBLIC COMMENT

ELECTED OFFICIAL COMMENT

RESOLUTION NO. 11-709

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR0706, MEMO TRANSFERS IN BATCH NUMBERS MTAPR0706:

It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR0706, memo transfers in batch numbers MTAPR0706 and Purchase Orders as listed below:

<u>Vendor</u>		<u>Description</u>	<u>Account</u>	<u>Amount</u>
PO’ Increase				
Road Master		Drivers School JFS Program	22311611-5348	\$ 9,000.00
Postmaster		Mail Services	10011105-5331	\$ 7,400.00

PR Number	Vendor Name	Line Desc	Line Account	Amount	Line
R1103981	LIFE START INC	RESIDENTIAL TREATMENT	22511607 - 5342	\$20,000.00	0001
R1104670	HEALTH DEPARTMENT	HELP ME GROW PART C	70161602 - 5348	\$30,000.00	0001
R1104670	HEALTH DEPARTMENT	HELP ME GROW PART C GRF	70161604 - 5348	\$28,000.00	0002
R1104670	HEALTH DEPARTMENT	HELP ME GROW GRF VISITING	70161606 - 5348	\$30,000.00	0003
R1104671	HEALTH DEPARTMENT	HELP ME GROW OHIO CHILDREN'S TRUST FUND	22811609 - 5301	\$7,807.00	0001
R1104600	DEL AREA CAREER CENTER	WORK READINESS	22311611-5348	\$26,281.00	0001
R1104677	MID-OHIO PSYCHOLOGICAL SERVICES INC	PARENTING WISELY PROGRAM	22811609 - 5301	\$10,000.00	0001
R1104928	DESIGN BUILD SOLUTIONS INC	OLD JAIL ROOF REPLACEMENT & REPAIR	40111402 - 5410	\$65,807.00	0001
R1104928	DESIGN BUILD SOLUTIONS INC	115 ROOF REPAIR	40111402 - 5301	\$1,470.00	0002
R1104948	COUNTY ENGINEER	PAVING AND CONCRETE WORK AT TRANSFER STATION	68011916 - 5328	\$8,000.00	0001

Vote on Motion Mr. Stapleton Aye Mr. Thompson Aye Mr. O'Brien Aye

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RESOLUTION NO. 11 -710

IN THE MATTER OF APPROVING TRAVEL EXPENSE REQUESTS:

It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve the following:

Environmental Services is requesting that Fred Fowler and Duane Matlack attend the Ohio Floodplain Management Conference in Worthington, Ohio from July 27 to July 28, 2011 at a total cost of \$360.00 from org key 10011301.

Vote on Motion Mr. O'Brien Aye Mr. Thompson Aye Mr. Stapleton Aye

RESOLUTION NO. 11-711

IN THE MATTER OF APPROVING ASSIGNMENT OF THE AGREEMENT WITH ITT WATER & WASTEWATER FOR THE REPAIR AND UPGRADE OF FLYGT SUBMERSIBLE MIXERS:

It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve the following:

WHEREAS, on April 12, 2010, the Board of Commissioners (the “Board”) adopted Resolution No. 10-473, approving an agreement with ITT Water & Wastewater for the repair and upgrade of Flygt submersible mixers (the “Agreement”); and

WHEREAS, ITT Corporation is currently undergoing restructuring, including changing the legal identity of ITT Water & Wastewater to “Water Co US, Inc.,” effective in July 2011; and

WHEREAS, ITT Water & Wastewater has requested that the Board approve assigning the Agreement to Water Co US, Inc.; and

WHEREAS, Article Five of the Agreement requires the Board’s approval of any assignment of the Agreement; and

WHEREAS, the Director of Environmental Services recommends approving the assignment of the Agreement;

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

Section 1. The Board hereby approves, pursuant to Article Five of the Agreement, ITT Water & Wastewater assigning the Agreement to Water Co US, Inc.

Section 2. The Board authorizes the President of the Board to execute the document approving the assignment of the Agreement.

Vote on Motion Mr. Thompson Aye Mr. O'Brien Aye Mr. Stapleton Aye

RESOLUTION NO. 11-712

IN THE MATTER OF APPROVING THE JOB DESCRIPTION FOR A SOCIAL SERVICES WORKER I-ELIGIBILITY DETERMINER WITH DEPARTMENT OF JOB AND FAMILY SERVICES:

It was moved by Mr. Thompson, seconded by Mr. Stapleton to approve the following:

DELAWARE COUNTY
Department of Job and Family Services

TITLE: Social Services Worker I -- Eligibility Determiner

JOB OBJECTIVES: Individual determines eligibility for various programs that provide funding of services received. Individual reports to the Eligibility Referral Supervisor I.

ESSENTIAL JOB FUNCTIONS:

- * Determines initial eligibility of various programs;
- * Re-determines eligibility for the various programs at specified intervals and/or when changes are reported;
- * Creates and maintains case records that contain applications, reapplications, and supporting documentation;

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- * Enters data into various computer systems to enable payment processing;
- * Creates summary reports; and
- * Prepares for and testifies at state hearings to represent agency;
- * Any other duties as assigned by the supervisor.

NON-ESSENTIAL JOB FUNCTIONS:

Performs related Essential/Non-Essential functions as required.

I. JOB REQUIREMENTS

Equipment: Ability to use a variety of office equipment such as telephone, computer, printer, copier, and calculator.

Critical Skills/Expertise:

- * Ability to interview and illicit necessary information;
- * Knowledge of and ability to read, comprehend, and apply complex materials, including Public Assistance Manual, Children Services Manual, Childcare Manual and the Ohio Administrative Code;
- * Knowledge of and the ability to follow applicable Federal, State and department policies, procedures, guidelines and methods;
- * Ability to communicate effectively, both orally and in writing;
- * Ability to analyze information;
- * Ability to understand and apply basic math skills;
- * Ability to work effectively with clients who may be upset, distraught, irate, emotionally, or mentally, or otherwise unable to function within a reasonable range of constructive behaviors;
- * Ability to work independently, under pressure, and to set and achieve goals;
- * Ability to define and solve problems, collect data, establish facts and draw valid conclusions using judgment and analytical skills;
- * Extensive knowledge of and ability to apply program policies and procedures;
- * Ability to apply applicable computer systems including but not limited to (CRISE) to complete jobs;
- * Ability to organize and maintain large volumes of paperwork and case files; and
- * Ability to operate a computer and various software applications.

Job Standards: High School diploma or GED, and must have completed three (3) courses in social work or sociology or three (3) months experience applying principles and one (1) course in counseling or one (1) month experience counseling clients. Must possess a valid Ohio Driver’s License and acceptable driving record. Must meet and maintain all required licenses and certifications as a continued condition of employment.

II. DIFFICULTY OF WORK

Work involves complex, varied, relatively standardized and non-standardized tasks, processes and operations requiring the application of numerous laws, rules, regulations and procedures, some of which require the exercise of sound discretion.

III. RESPONSIBILITY

Supervisor randomly reviews work, to ensure correct application of regulations, accuracy, thoroughness, and adherence to time lines. Detailed or technical instructions are provided as needed. Individual makes critical decisions such as determining eligibility for childcare. Errors in work are not necessarily detected and could result in additional work to correct, possible audit exceptions for the agency, denial or delay in benefits to

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clients, and loss of revenues to the agency.

IV. PERSONAL WORK RELATIONSHIPS

Individual has contact with co-workers, employees in department, public and private sector agencies, and the public. The purpose of these contacts is to update case status, policy or regulation clarifications, client referrals, and obtain information necessary to the determination of eligibility.

V. PHYSICAL EFFORT AND WORK ENVIRONMENT

- Physical Requirements:** The physical requirements of the position are identified as sedentary work requiring the lifting of twenty-five (25) pounds occasionally.
- Physical Activity:** Individual performs the following physical activities: climbing, stooping, reaching, standing, walking, lifting, manual dexterity, grasping, talking and hearing.
- Visual Activity:** The minimum visual activity requires work at or within arm’s reach.
- Job Location:** Typically, Individual works inside with protection from weather conditions. Employee is exposed to physical hazards such as communicable diseases. Occasionally, Individual works in client homes and is exposed to outside weather conditions, unsanitary environments, including exposure to vermin.

Vote on Motion Mr. Stapleton Aye Mr. O'Brien Aye Mr. Thompson Aye

RESOLUTION NO. 11-713

IN THE MATTER OF APPROVING SUPPLEMENTAL APPROPRIATIONS FOR THE COUNTY WIDE 800MHZ REBANDING:

It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve the following:

Supplemental Appropriation			
10011325-5801	County wide 800 Rebanding/Transfers	\$	50,000.00
10011325-5301	Countywide 800 Rebanding/Professional Services	\$	4,610.71

Vote on Motion Mr. O'Brien Aye Mr. Thompson Aye Mr. Stapleton Aye

RESOLUTION NO. 11-714

IN THE MATTER OF AMENDING, BY SUBSTITUTION, RESOLUTION 10-1646 TO ESTABLISH THE ROAD AND BRIDGE CAPITAL PROJECTS FUND IN ACCORDANCE WITH O.R.C. 5705.13:

It was moved by Mr. Thompson, seconded by Mr. Stapleton to approve the following:

WHEREAS, on December 20, 2010, the Delaware County Board of Commissioners (the “Board”) approved Resolution No. 10-1646, establishing Organizational Key 41540427, so named the Road and Bridge Capital Projects Fund, and transferring \$6,000,000 to said Fund from Organizational Key 10040421 of the General Revenue Fund; and

WHEREAS, the Board’s intention was to establish a capital projects fund, pursuant to section 5705.13(C) of the Revised Code, to pay for the costs of acquiring, constructing, or improving roads and bridges; and

WHEREAS, a resolution creating a capital projects fund, pursuant to section 5705.13(C) of the Revised Code, shall identify the source of the money to be used to acquire, construct, or improve the fixed assets identified in the resolution, the amount of money to be accumulated for that purpose, the period of time over which that amount is to be accumulated, and the fixed assets that the Board intends to acquire, construct, or improve with the money to be accumulated in the fund;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Delaware County, State of Ohio, that Resolution 10-1646 is hereby amended by substitution, and the Road and Bridge Capital Projects Fund is established, as follows:

Section 1. The Board hereby establishes the 2010 Road and Bridge Capital Projects Fund (41540427), pursuant to section 5705.13(C) of the Revised Code, for the purpose of acquiring, constructing, or improving public roads and bridges under the Board’s authority.

Section 2. The Board hereby establishes a new Organizational Key, approves a supplemental appropriation, and approves a transfer of funds as follows:

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Establish New Org Key
41540427

2010 Road & Bridge Capital Projects

Supplemental Appropriation
10040421-5801

Road & Bridge Projects/Transfers \$ 6,000,000.00

Transfer of Funds

From	To	
10040421-5801	41540427-4601	\$ 6,000,000.00
Road & Bridge Projects/Transfers	2010 Road & Bridge Capital Projects/Interfund Revenue	

Section 3. The Board hereby declares that no additional funds shall be accumulated in the 2010 Road and Bridge Capital Projects fund (41540427), setting the amount to be accumulated therein at \$6,000,000.00.

Section 4. In accordance with section 5705.13(C), all funds accumulated in said 2010 Road and Bridge Capital Projects Fund shall not be accumulated beyond December 20, 2011, and any contract for the acquisition, construction, or improvement of public roads and bridges to be paid for out of said fund shall be entered into on or before December 20, 2011. Any remaining unencumbered funds accumulated in the 2010 Road & Bridge Capital Projects Fund on December 20, 2011 shall be transferred to the county general fund, and the 2010 Road & Bridge Capital Projects Fund shall thereupon be rescinded.

Vote on Motion Mr. Thompson Aye Mr. Stapleton Aye Mr. O'Brien Aye

COMMISSIONERS' COMMITTEES REPORTS

Commissioner O'Brien
-On Thursday Attended And Participated In The Regional Planning Commission Meeting; Approved A 2 Year Extension
-Attended And Participated In A Central Ohio Youth Center Emergency Meeting On Thursday
-There Will Be Another Meeting Tuesday; Follow-up On Information, Cost And Possible Solutions To Plumbing Issues Found During Renovation Project
-Attended The Sunbury And Delaware City 4th Of July Celebrations

Commissioner Thompson
-Spent Time With Family Out Of Town Over The 4th Of July

Commissioner Stapleton
-MORPC Lost Their Non-Profit Status, Trying To Re-Obtain
-The New State Budget Started July 1st, 2011; Should Plan A Meeting With The Directors And Commissioners To Review

Administrator Hansley
-Meeting With The Board Of Elections; Process Of Certifying Petition Signatures; Looking Into Support Of County Employees Working The Polls

RESOLUTION NO. 11-715

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; FOR PENDING OR IMMINENT LITIGATION AND TO CONSIDER THE PURCHASE OF PROPERTY FOR PUBLIC PURPOSES AND FOR COLLECTIVE BARGAINING:

It was moved by Mr. O'Brien, seconded by Mr. Thompson to adjourn into Executive Session at 10:29AM.

Vote on Motion Mr. Stapleton Aye Mr. Thompson Aye Mr. O'Brien Aye

RESOLUTION NO. 11-716

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. O'Brien, seconded by Mr. Thompson to adjourn out of Executive Session at 12:07PM.

Vote on Motion Mr. O'Brien Aye Mr. Thompson Aye Mr. Stapleton Aye

RESOLUTION NO. 11-717

IN THE MATTER OF APPROVING AN UNPAID LEAVE OF ABSENCE FOR HELEN SLIVINSKI FOR A PERIOD NOT TO EXCEED SEPTEMBER 1, 2011:

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It was moved by Mr. O’Brien, seconded by Mr. Thompson to approve an unpaid leave of absence for Helen Slivinski for a period not to exceed September 1, 2011.

Vote on Motion Mr. Thompson Aye Mr. O'Brien Aye Mr. Stapleton Aye

There being no further business, the meeting adjourned.

Ken O’Brien

Dennis Stapleton

Tommy Thompson

Jennifer Walraven, Clerk to the Commissioners