

COMMISSIONERS JOURNAL NO. 58 - DELAWARE COUNTY  
 MINUTES FROM REGULAR MEETING HELD JANUARY 10, 2013

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  
 Gary Merrell, Commissioner

RESOLUTION NO. 13-21

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD JANUARY 7, 2013:

It was moved by Mr. Stapleton, seconded by Mr. O'Brien to approve the following:

WHEREAS, the Board of Commissioners of Delaware County, Ohio (the "Board") met in regular session on January 7, 2013; 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 Mr. Stapleton Aye Mr. Merrell Aye Mr. O'Brien Aye

PUBLIC COMMENT

ELECTED OFFICIAL COMMENT

RESOLUTION NO. 13-22

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR0109:

It was moved by Mr. Stapleton, seconded by Mr. Merrell to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR0109 and Purchase Orders as listed below:

PR Number	Vendor Name	Line Descriptions	Account	Amount	Line
R1300701	CCAO CEAO	CCAO MEMBERSHIP	10011102 - 5308	\$8,859.00	0001
R1300707	TRIDENT GROUP LTD,THE	SECURITY SERVICE	10011102 - 5301	\$250,000.00	0001
R1300710	EMERGENCY MANAGEMENT AGENCY	EMA APPORTIONMENT	10011102 - 5345	\$35,000.00	0001
R1300719	MORPC	MEMBERSHIP	10011102 - 5308	\$52,000.00	0001
R1300727	REGIONAL PLANNING	MEMBERSHIP	10011102 - 5308	\$172,000.00	0001
R1300730	TREASURER,STATE OF OHIO	STATE AUDIT	10011102 - 5301	\$80,000.00	0001
R1300748	OHIO STATE UNIVERSITY EXTENSION	COMMUNITY ENHANCEMENT	10011102 - 5602	\$240,000.00	0001
R1300749	SOIL & WATER CONSERVATION DISTRICT	COMMUNITY ENHANCEMENT	10011102 - 5602	\$250,000.00	0001
R1300750	DELAWARE COUNTY HISTORICAL SOCIETY	COMMUNITY ENHANCEMENT	10011102 - 5602	\$20,000.00	0001
R1300752	FAMILY AND CHILDREN FIRST	COMMUNITY ENHANCEMENT	10011102 - 5602	\$10,000.00	0001
R1300753	BIG WALNUT AREA HISTORICAL SOCIETY	COMMUNITY ENHANCEMENT	10011102 - 5602	\$20,000.00	0001
R1300757	ALERT TRACKING SYSTEMS INC	ALERT MAINTENANCE 2013	21411306 - 5320	\$42,318.65	0001
R1300763	CITY OF DELAWARE	CITY PROSECUTOR	10029203 - 5360	\$150,000.00	0001
R1300764	PROSECUTORS	CSEA CONTRACT	10011102 - 5360	\$10,000.00	0001
R1300766	TREASURER,STATE OF OHIO	BCMh REIMBURSEMENTS	10011102 - 5319	\$300,000.00	0001
R1300767	SHERIFF'S OFFICE	CSEA CONTRACT	10011102 - 5360	\$30,000.00	0001

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R1300768	MAXIMUS CONSULTING SVCS	COST ALLOCATION PLAN	10011102 - 5301	\$11,000.00	0001
R1300769	JUVENILE COURT	CSEA CONTRACT	10011102 - 5360	\$60,000.00	0001
R1300770	TREASURER, STARK COUNTY	5TH DISTRICT COURT OF APPEALS	10029202 - 5301	\$22,000.00	0001

Vote on Motion Mr. O'Brien Nay Mr. Merrell Aye Mr. Stapleton Aye

**RESOLUTION NO. 13-23**

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

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

The Commissioners' Office is requesting that Commissioners Stapleton and Merrell, Teri Morgan, Dawn Huston, and Gus Comstock attend the Powell Area Chamber of Commerce Annual Meeting in Powell, Ohio, Thursday, January 24, 2013, at the cost of \$90.00 (Fund Number 10011101).

The EMS Department is requesting that Jeff Sparks attend a NIMS FCS Communications Unit Leader Training in Las Vegas, Nevada March 10-14, 2013; at no cost.

The EMS Department is requesting that Jeff Sparks attend a Incident Response to Terrorit Bombings Training in Socorro, New Mexico February 4-8, 2013; at no cost.

Environmental Services is requesting that Ken Bruen and Bill Johnson attend a Central Ohio Code Officials Association 2013 Residential Code of Ohio Training in Reynoldsburg, Ohio on January 16, 2013 at no cost.

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

**RESOLUTION NO. 13-24**

**IN THE MATTER OF ACCEPTANCE OF THE SANITARY SEWERS FOR WOODS OF POWELL NORTH, PHASE 2, PART 3:**

It was moved by Mr. O'Brien, seconded by Mr. Merrell to approve the following:

Whereas, the construction of new sanitary sewers at the Woods of Powell North, Phase 2, Part 3 have been completed to meet sewer district requirements; and

Whereas, the sewer district has received the necessary items required by the subdivider's agreement; and

Whereas, the Director of Environmental Services recommends accepting sanitary sewers for ownership, operation, and maintenance by Delaware County as follows:

Woods of Powell North, Phase 2, Part 3	1795' feet of 8- inch sewer	\$114,861.44
	10- manholes	\$16,500.00

Therefore be it resolved, that the Board of Commissioners approve and accept the above sanitary sewers for ownership, operation, and maintenance by the Delaware County Sewer District.

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

**RESOLUTION NO. 13-25**

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

It was moved by Mr. O'Brien, seconded by Mr. Merrell to approve the following:

The Director of Job and Family Services recommends promoting Karen Roush to an Administrative Assistant with the JFS Department; effective January 15, 2013;

Therefore Be It Resolved, that the Board of Commissioners approve promoting Karen Roush to an Administrative Assistant with the JFS Department; effective January 15, 2013.

The Director of Administrative Services recommends accepting the retirement resignation of Robert Ferguson as the Dog Warden; effective December 31, 2012;

Therefore Be it Resolved, the Board of Commissioners accept the retirement resignation of Robert Ferguson as the Dog Warden; effective December 31, 2012.

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The Interim Director of Delaware Communications recommends accepting the resignation of Erica Delaney as a telecommunicator with Emergency Communications; effective January 3, 2013;

Therefore, Be It Resolved that the Board of Commissioners accept the resignation of Erica Delaney as a telecommunicator with Emergency Communications; effective January 3, 2013.

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

**RESOLUTION NO. 13-26**

**IN THE MATTER OF ESTABLISHING A NEW ORGANIZATIONAL KEYS:**

It was moved by Mr. O'Brien, seconded by Mr. Merrell to approve the following:

**New Organizational Key**

52011138 - Bond Retirement Ditch Imp Scott/Dutcher

**New Organizational Key**

74811311 - Domestic Violence

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

**RESOLUTION NO. 13-27**

**IN THE MATTER OF GRANTING SIGNATURE AUTHORITY FOR PURCHASE ORDER AND VOUCHER REQUESTS AND/OR APPROVAL:**

It was moved by Mr. Stapleton, seconded by Mr. Merrell to authorize the following:

WHEREAS, Chapter 5705 of the Ohio Revised Code governs expenditure procedures for county governments, and

WHEREAS, the Board of County Commissioners is required to make annual appropriations to fund the various expenditures of county government, and

WHEREAS, each expenditure must be made by warrant against the appropriate fund and the warrant must show the appropriation, authorized by the Board of Commissioners, that authorizes the expenditure and the fund against which the warrant is drawn, and

WHEREAS, Ohio Revised Code 305.30 permits a Board of Commissioners to delegate authority to pay claims for goods received and services rendered within limits provided by resolution of the board,

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

Section 1. The Board hereby grants signature authority to the following list of individuals to request expenditure of the indicated funds within the appropriated amounts:

	<u>Authorized to Request</u>		
	<u>Payroll</u>	<u>P.O.</u>	<u>Vouchers</u>
<b>ADMINISTRATIVE SERVICES</b>			
<u>Human Resources</u>			
Assistant County Administrator/Director Of Admin. Services	X	X	X
#10011108	X	X	X
#10011109		X	X
<u>Insurance &amp; Risk</u>			
Assistant County Administrator/Director Of Admin. Services	X	X	X
#602 Insurance & Risk Technician		X	X
#601 Insurance & Risk Technician		X	X
#613 WC Coordinator		X	X
#750 Insurance & Risk Technician		X	X
<u>Safety</u>			
Assistant County Administrator/Director Of Admin. Services	X	X	X
#10011302 Safety Officer	X	X	X
<u>Animal Control (Dog &amp; Kennel)</u>			
Assistant County Administrator/Director Of Admin. Services	X	X	X
#20411305 Dog Warden	X	X	X

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Records Center

Assistant County Administrator/Director Of Admin. Services	X		X	X
#10011103 Records Center Coordinator	X		X	X

**ECONOMIC DEVELOPMENT**

#210 Director of Economic Development	X		X	X
ED Specialist			X	X
#229 Director of Economic Development			X	X
ED Specialist			X	X
#230 Director of Economic Development			X	X
ED Specialist			X	X
#231 Director of Economic Development		X		X
ED Specialist			X	X

**EMERGENCY SERVICES**9-1-1 Center

#214 911 Director	X		X	X
#10011325 911 Director	X		X	X

EMS

Director of EMS	X		X	X
#10011303 EMS Asst. Director	X		X	X

EMS Construction

Director of EMS			X	X
#402 Facilities Manager			X	X

**ENVIRONMENTAL SERVICES**Code Compliance

Director of Environmental Services	X		X	X
#10011301 Code Compliance Supervisor	X		X	X
#10011107 Code Compliance Supervisor	X		X	X

Sanitary Engineering

Director of Environmental Services	X	X		X
#662 Lead Project Engineer Operations Manager	X		X	X
#663 Lead Project Engineer			X	X
#664 Lead Project Engineer			X	X
#665 Lead Project Engineer			X	X
#666 Lead Project Engineer Operations Manager			X	X
#667 Lead Project Engineer			X	X

Transfer Station

Director of Environmental Services	X	X		X
#680 Lead Project Engineer	X		X	X

Maintenance Bond Fund

Director of Environmental Services				X
#765 Lead Project Engineer				X

**FACILITIES**Building & Grounds

Facilities Manager	X		X	X
#10011105 Maintenance Manager	X		X	X

Service Center

Facilities Manager	X		X	X
#10011106 Lead Mechanic	X		X	X

**JOB AND FAMILY SERVICES**

Director of Job and Family Services	X	X		X
#10011110 Asst. Director of Job and Family Services			X	X
Fiscal Supervisor			X	X
#223 Asst. Director of Job and Family Services	X		X	X
Fiscal Supervisor	X	X		X
#224 Asst. Director of Job and Family Services	X		X	X
Fiscal Supervisor	X	X		X
#225 Asst. Director of Job and Family Services			X	X
Fiscal Supervisor		X		X

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**CSEA**

#237	Dir. Child Support Enforcement Agency	X	X	X
	Assistant Program Administrator	X	X	X

**COMMISSIONERS**Administrative

#10011101	Fiscal Services Director	X	X	X
	Clerk to Commissioners		X	X

General

#10011102	Fiscal Services Director	X	X	X
	Clerk to Commissioners		X	X

Public Info/Community Relations

#10011139	Fiscal Services Director	X	X	X
	Clerk to Commissioners		X	X

County Home

#10011501	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X

**PERMANENT IMPROVEMENT**

#401	Facilities Manager		X	X
	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X

**CAPITAL PROJECTS**

#414	Facilities Manager		X	X
	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X

#417	Facilities Manager		X	X
	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X

**COURTS**

#10029202	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
	Auditor's Fiscal Dept			X

#10029203	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
	Auditor's Fiscal Dept			X

**PUBLIC DEFENDER**

#10011202	Fiscal Services Director	X	X	
	Clerk to Commissioners	X	X	X
	Public Defender Secretary		X	X

**BOND RETIREMENT**

#501	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#502	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#503	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#504	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#505	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#506	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#507	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#508	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#509	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X
#510	Fiscal Services Director		X	X
	Clerk to Commissioners		X	X

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#511	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#512	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#513	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#514	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#515	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#516	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#517	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#518	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#519	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X
#520	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X

**MARRIAGE LICENSES**

#74811311	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X

**DRAINAGE IMPROVEMENT**

#403	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X

**DITCH MAINTENANCE**

#219	Fiscal Services Director	X	X
	Clerk to Commissioners	X	X

**LODGING FUND**

#730	Auditor's Fiscal Dept		X
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Section 2. The County Administrator may make purchase order and/or voucher requests from any of the above listed funds.

Section 3. The Board hereby grants signature authority to the following list of individuals to approve purchase orders not requested by the same individual, at the indicated amounts:

- A. County Administrator: up to and including \$5,000.00;
- B. Grant Funds shall be administered by the Appointing Authority as designed in the grant award;
- C. Soil & Water Conservation District shall administer the Ditch Maintenance Fund in accordance with the current agreement, with the exception of any reimbursement made from the Ditch Maintenance Fund to the Soil & Water Conservation District;
- D. The County Auditor is hereby authorized to release payroll warrants upon approval of electronically submit payrolls and submission of the hard copy payroll reports.

Section 4. For the specific purposes of this Resolution, in the absence of the County Administrator, the **Fiscal Services Director** shall become the acting County Administrator, and in the absence of both the County Administrator and the **Fiscal Services Director**, the **Assistant County Administrator/Director Of Administrative Services** shall become the acting County Administrator.

Section 5. This Resolution shall take effect immediately upon adoption and shall supersede all prior resolutions.

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

**COMMISSIONERS' COMMITTEES REPORTS**

**Commissioner O'Brien**

**-Attended And Participated In A 911 Board Meeting (Reporting Structure) And The Tech Committee (Radios Policy And Procedures)**

**Commissioner Merrell**

**-Guest At The 911 Board Meeting  
-A thank-you for the answered questions**

**Commissioner Stapleton**

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-Re-Organizational Meeting Is Monday

-Work Session On Monday

RESOLUTION NO. 13-28

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR CONSIDERATION OF  
EMPLOYMENT AND PROMOTION OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL:

It was moved by Mr. O'Brien, seconded by Mr. Merrell to adjourn into Executive Session at 9:55AM.

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

RESOLUTION NO. 13-29

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. O'Brien, seconded by Mr. Merrell to adjourn out of Executive Session at 11:05AM.

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

There being no further business, the meeting adjourned.

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Gary Merrell

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Ken O'Brien

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Dennis Stapleton

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Jennifer Walraven, Clerk to the Commissioners