

COMMISSIONERS JOURNAL NO. 58 - DELAWARE COUNTY
 MINUTES FROM REGULAR MEETING HELD FEBRUARY 14, 2013

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

Present:
 Ken O'Brien, President
 Dennis Stapleton, Vice President
 Gary Merrell, Commissioner

RESOLUTION NO. 13-143

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD FEBRUARY 11, 2013:

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

WHEREAS, the Board of Commissioners of Delaware County, Ohio (the "Board") met in regular session on February 11, 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. Merrell Aye Mr. Stapleton Aye Mr. O'Brien Aye

PUBLIC COMMENT

ELECTED OFFICIAL COMMENT

RESOLUTION NO. 13-144

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR0213, MEMO TRANSFERS IN BATCH NUMBERS MTAPR0213:

It was moved by Mr. Merrell, seconded by Mr. Stapleton to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR0213, memo transfers in batch numbers MTAPR0213 and Purchase Orders as listed below:

<u>Vendor</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
PO' Increase			
Transitions for Youth	Residential Treatment	22511607-5342	\$ 10,000.00
Youth Advocate	Residential Treatment	22511607-5342	\$ 10,000.00

<u>PR Number</u>	<u>Vendor Name</u>	<u>Line Desc</u>	<u>Line Account</u>	<u>Amount</u>	<u>Line</u>
R1302604	AMERICAN ELECTRIC POWER	ELECTRIC -- MEDIC STATIONS	10011303 - 5338	\$8,000.00	0001

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

RESOLUTION NO. 13-145

IN THE MATTER OF APPROVING TRAVEL EXPENSE REQUESTS:

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

The EMS Department is requesting that Daniel Jividen attend a Tactical Medic Course at the Ohio State Highway Patrol Training Academy April 29-May 3, 2013; at the cost of \$895.00 (fund number 10011303).

The 911 Communications Department is requesting that 3 Delcomm Employees attend an Alerts Tracking System (CAD) Training in Columbus, Ohio February 25-26, 2013, at the cost of \$2,000.00 (fund number 21411306).

The 911 Communications Department is requesting to amend a previously approve travel for one Delcomm Employee to attend an Active Shooter Public Safety Group Training on April 2, 2013, to request that 2 Delcomm Employees attend; revised total cost of \$338.00 (fund number 21411306).

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

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RESOLUTION NO. 13-146

IN THE MATTER OF A NEW LIQUOR LICENSE REQUEST FROM DNL 2012 LLC. DBA WATERS EDGE SPORTS GRILL AND FORWARDING TO THE OHIO DIVISION OF LIQUOR CONTROL WITH NO OBJECTIONS AND NO REQUEST FOR A HEARING:

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

Whereas, the Ohio Division of Liquor Control has notified both the Delaware County Board of Commissioners and the Berlin Township Trustees that DNL 2012 LLC. DBA Waters Edge Sports Grill has requested new D1, D2, D3, and D6 permits located at 5192 Cheshire Road Berlin Township Galena, Ohio 43021; and

Whereas, the Delaware County Board of Commissioners has found no reason to file an objection,

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. Merrell Aye Mr. O'Brien Aye Mr. Stapleton Aye

RESOLUTION NO. 13-147

IN THE MATTER OF CANCELING THE COMMISSIONERS' SESSIONS SCHEDULED FOR MONDAY MARCH 25, 2013 AND MONDAY AUGUST 5, 2013:

It was moved by Mr. Merrell, seconded by Mr. O'Brien to cancel the Commissioners' Sessions scheduled for Monday March 25, 2013 and Monday August 5, 2013.

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

RESOLUTION NO. 13-148

IN THE MATTER OF APPROVING THE PLAT OF HARVEST WIND PHASE 6, SECTION 1, LOT 5554:

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

Whereas, Elaine T. Webb, Trustee has submitted the Plat of Harvest Wind Phase 6, Section 1, Lot 5554 (Plat) and requests approval thereof by the Board of Commissioners of Delaware County; and

Whereas, the Genoa Township Zoning Officer has reviewed said Plat for conformance with Township Zoning Regulations and approved said Plat on November 27, 2012; and

Whereas, Del-Co Water Company has reviewed said Plat for conformance with its rules and regulations and approved said Plat on November 26, 2012; and

Whereas, the Delaware County Sanitary Engineer has reviewed said Plat for conformance with the Rules, Regulations, Standards and General Procedures Governing Sewerage in Delaware County and approved said Plat on November 28, 2012; and

Whereas, the Delaware County Engineer has reviewed said Plat for conformance with Delaware County Engineering and Surveying Standards and approved said Plat on November 29, 2012; and

Whereas, the Delaware County Regional Planning Commission has reviewed said Plat for conformance with Delaware County Subdivision Regulations and approved said Plat on February 1, 2013;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the Plat of Harvest Wind Phase 6, Section 1, Lot 5554

Harvest Wind Phase 6, Section 1, Lot 5554

Situated in the State of Ohio, County of Delaware, Township of Genoa, located in part of Farm Lot 4, Quarter Township 4, Township 3, Range 17, United States Military Lands, being Lot 5554 (0.244 acres) of Harvest Wind Phase 6, Section 1, a Subdivision of Record in Plat Cabinet 2, Slides 485, 485A & 485B, and being conveyed to Elaine T. Webb, Trustee in Official Record Volume 948, Page 828, Records of the Recorder's Office, Delaware County, Ohio.

Easements are reserved in, over and under areas designated on this plat as "Utility Easement", "Drainage and Utility Easement" or "Sanitary Easement" for the construction, operation and maintenance of all public and quasi-public utilities above and beneath the surface of the ground and, where necessary, for the construction, operation

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and maintenance of service connections to all adjacent lots and lands, and for storm water drainage.

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

RESOLUTION NO. 13-149

IN THE MATTER OF APPROVING THE PLAT OF RIGHT-OF-WAY FOR SORRENTO AT HIGHLAND LAKES:

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

Whereas, Romanelli and Hughes Building Company has submitted the Plat of Right-of-Way (“Plat”) for Sorrento at Highland Lakes, including related development plans (“Plans”) and requests approval thereof by the Board of Commissioners of Delaware County; and

Whereas, the Genoa Township Zoning Officer has reviewed said Plat and Plans for conformance with Township Zoning Regulations and approved said Plat on October 23, 2012; and

Whereas, the Delaware County Sanitary Engineer has reviewed said Plat and Plans for conformance with the Rules, Regulations, Standards and General Procedures Governing Sewerage in Delaware County and approved said Plat on November 1, 2012; and

Whereas, the Delaware County Engineer has reviewed said Plat and Plans for conformance with Delaware County Engineering and Surveying Standards and approved said Plat on November 5, 2012; and

Whereas, the Delaware County Regional Planning Commission has reviewed said Plat and Plans for conformance with Delaware County Subdivision Regulations and approved said Plat on November 30, 2012;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the Plat of Right-of-Way for Sorrento at Highland Lakes.

Sorrento at Highland Lakes:

Situated In The State Of Ohio, County Of Delaware, Township Of Genoa, lying in Farm Lot 32, Quarter Township 3, Township 3, Range 17, United States Military District, being all the same tract as conveyed to Romanelli and Hughes Building Company by Deed of Record in Official Record 805, Page 920, Records of the Recorder’s Office, Delaware County, Ohio. Cost \$3.00.

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

RESOLUTION NO. 13-150

IN THE MATTER OF DECLARING THE NECESSITY FOR IMPROVEMENTS TO TROUTMAN ROAD AND RADNOR ROAD, INCLUDING THE FURNISHING AND INSTALLING OF PRECAST CULVERTS, AND APPROVING PLANS, SPECIFICATIONS, ESTIMATES AND SETTING THE BID DATE FOR PRECAST BOX CULVERT SUPPLY CONTRACT NO. 2013-1;

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

Whereas, Section 5555.022 of the Revised Code provides that a Board of County Commissioners may find by a majority vote that the public convenience and welfare require the improving of any part of any public road, may fix the route and termini of the road, may fix the route and termini of the improvement and may authorize such improvement; and,

Whereas the County Engineer has determined that the existing bridges on DEL-TR209-0.58, Troutman Road, west of Wiley Road in Troy Township, and DEL-CR198-1.49, Radnor Road east of Evans Steed Road in Radnor Township, are deficient and require replacement and recommends that the Board proceed with Improvements thereof; and,

Whereas, the County Engineer recommends that the most efficient means of completing the Improvements is to contracting for furnishing and installing precast culverts, and perform all remaining work by force account; and,

Whereas the County Engineer has prepared plans, specifications and estimates for the portion of the Improvements and has estimated the contract cost for portions of the Improvement to be competitively bid at \$130,000;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners that:

Section 1: The public convenience and welfare require replacement of the structurally deficient bridges on Township Road 209 (Troutman Road) and County Road 198 (Radnor Road), and that the Improvements, so

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named DEL-TR209-0.58 and DEL-CR198-1.49, shall be initiated for such purpose; and,

Section 2: The plans, specifications and estimates for said Improvements are hereby approved; and,

Section 3: The contract entitled Precast Box Culvert Supply Contract No. 2013-1 shall be advertised for bids for portion of the Improvements requiring competitive bidding; and,

Section 4: The County Engineer is authorized to construct any remaining portions of the Improvements by force account; and,

Section 5: The costs for said Improvements will be paid for from any funds appropriated for road and bridge construction and no special levies or assessments shall be made to pay for the Improvements; and,

Section 6: The County Engineer is authorized to advertise for and receive bids on behalf of the Board for portions of the Improvements to be competitively bid in accordance with the following Invitation to Bid:

**Public Notice
Advertisement for Bids**

Sealed bids will be received at the Office of the Delaware County Engineer, 50 Channing Street, Delaware, Ohio 43015, until 10:00 a.m. on Tuesday, March 5, 2013, at which time and place they will be publicly opened and read aloud, for the project known as Precast Box Culvert Supply Contract No. 2013-1.

The proposals must be made on the forms provided in the Contract Documents or a copy thereof and shall contain the full name and address of the bidder. All bids shall be sealed and plainly marked "Sealed Bid for Precast Box Culvert Supply Contract No. 2013-1". Bid shall be accompanied by a Bid Security in the form of a bid bond in the amount of one hundred percent (100%) of the bid or a certified check in the amount of ten percent (10%) of the bid.

Copies of the plans and specifications must be obtained during regular business hours, Monday through Friday 8:00 am to 5:00 pm, from the Delaware County Engineer's Office, 50 Channing Street, Delaware, Ohio 43015. Cost for printed copies of each set of plans & specifications is \$10 and the cost is non-refundable. Plans and specifications may also be downloaded anytime, free of charge, from the Delaware County Engineer's website at www.co.delaware.oh.us/ebids. All bidders must register as a plan holder with the Delaware County Engineer's Office in person or through the website.

The Owner requires that precast concrete units be delivered on or before the dates listed in the proposal. The estimated notice of commencement date is March 19, 2013.

This is a prevailing wage contract in accordance with Ohio Revised Code Chapter 4115 and the requirements of the Ohio Department of Commerce, Division of Labor and Worker Safety, Wage and Hour Bureau. Bidders shall comply with all applicable provisions.

No bids shall be withdrawn for a period of sixty (60) days after the opening thereof. Awarding of the contract shall be to the Lowest and Best bidder as determined by the Delaware County Board of Commissioners in the best interest of the County. The Board reserves the right to reject any or all bids. Delaware Gazette Advertisement: February 16, 2013

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

RESOLUTION NO. 13-151

IN THE MATTER OF AUTHORIZING THE PURCHASE OF TRUCKS AND EQUIPMENT FOR THE COUNTY ENGINEER'S OFFICE:

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

WHEREAS, pursuant to Section 5549.01 of the Revised Code, the Board of Commissioners (the "Board") may purchase machinery and equipment for the construction, improvement, maintenance or repair of the highways, bridges, and culverts under its jurisdiction as it deems necessary and may purchase automobiles for the use of the county engineer and the county engineer's assistants when on official business; and

WHEREAS, the County Engineer's Office has a need for additional trucks and a dump truck chassis for use in performing the office's official duties; and

WHEREAS, the Board is a member of the State of Ohio's cooperative purchasing program; and

WHEREAS, the trucks and equipment are available for purchase via the State of Ohio's cooperative purchasing program.

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

Section 1: The Board hereby authorizes the purchase of a 2013 Chevrolet Model 2500 Silverado from Kaffenbarger Truck Equipment Company at the price of \$27,132.50.

Section 2: The Board hereby authorizes the purchase of two 2013 GMC Model 1500 Sierras from Bob Ross Buick at the total price of \$45,483.24.

Section 3: The Board hereby authorizes the purchase of a 2013 Ford Model F550 with heavy duty dump body from Valley Ford for a price of \$62,130.50.

Section 4: The purchases authorized hereof shall be subject to the contract and terms and conditions for Contract #RS901513 in the State of Ohio’s cooperative purchasing program, which is fully incorporated herein and of which the purchase orders shall be made a part.

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

RESOLUTION NO. 13-152

IN THE MATTER OF DECLARING COUNTY PERSONAL PROPERTY OBSOLETE, UNFIT, OR NOT NEEDED FOR PUBLIC USE:

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

WHEREAS, section 307.12 of the Revised Code authorizes the Delaware County Board of Commissioners (the “Board”) to dispose of county personal property that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, after determining the value of the property to be disposed; and

WHEREAS, section 307.12(D) of the Revised Code authorizes the Board to sell or donate county personal property, including motor vehicles, to the federal government, the state, any political subdivision of the state, or a county land reutilization corporation without advertisement or public notification and regardless of the value of the property; and

WHEREAS, section 307.12(E) of the Revised Code authorizes the Board to sell, by internet auction, county personal property that is not needed for public use, is obsolete, or is unfit for the use for which it was acquired, regardless of the value of the property; and

WHEREAS, on January 10, 2011, the Board adopted Resolution No. 11-37, declaring its intent to sell unneeded, obsolete, or unfit personal property by internet auction and establishing general guidelines for such sale; and

WHEREAS, the Delaware County Engineer has determined that the following equipment (hereinafter referred to collectively as the “Property”) is no longer needed for public use, is obsolete, or is unfit for the use for which it was acquired:

Asset Tag Number	Item Description	Serial Number
#263 4901210054	1997 Ford F150 Pickup Truck	1FTDF1727VND22724
#277 0206230002	2001 Dodge Ram 1500 Pickup Truck	1B7HF16YX1S782883
#272 0209099903	1999 Chev. Astro Van	GNDM19W0XB13425
#281 0208310102	2001 Chev. CK 15903 Pickup Truck	1GCEK14V51E268560
#278 0208300114	2001 Chev. 1500 Silverado Pickup Truck	1GCEK14V31E249778
#271 0208249901	1999 Chevrolet CK-25-35 Dump Truck	1GBHC34F7XF060038

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

Section 1. The Board hereby declares that the Property is not needed for public use, is obsolete, or is unfit for the use for which it was acquired.

Section 2. The Board hereby declares that each item of the Property, except for the 1999 Chevrolet CK-25-35 Dump Truck, has a value of two thousand five hundred dollars (\$2500) or less. The 1999 Chevrolet CK-25-35 Dump Truck has a value in excess of two thousand five hundred dollars (\$2500).

Section 3. The Board hereby authorizes the sale of the Property by internet auction, in accordance with the guidelines set forth in Resolution No. 11-37.

Section 4. The Board hereby authorizes the sale of the Property in accordance with section 307.12(A)(1) or (B)(1) of the Revised Code, as required by the determination of value in Section 2 of this Resolution.

Section 5. The Board hereby authorizes the sale of the Property to the federal government, the state, any political subdivision of the state, or a county land reutilization corporation, in accordance with section 307.12(D) of the

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Revised Code.

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

RESOLUTION NO. 12-153

IN THE MATTER OF APPROVING PLANS, SPECIFICATIONS, ESTIMATE AND SETTING THE BID DATES FOR THE PROJECT KNOWN AS CHADWICK #135 DITCH IMPROVEMENT PROJECT:

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

Whereas, the County Engineer recommends approval of the Plans, Estimate, Bid Specifications and Bid Opening Date and Time for the Chadwick #135 Ditch Improvement Project;

Whereas, Resolution Number 11-237 found favor of the improvement and affirmed the order for the project known as Chadwick #135 Ditch Improvement, and;

Whereas, Resolution Number 11-238 confirmed the assessments, approved the payment schedule and ordered the letting of the contracts for the project known as Chadwick #135 Ditch Improvement, and;

Whereas, the County Engineer has prepared plans, specifications and estimates for the Improvement, and;

Whereas, the County Engineer has estimated the construction cost of the Improvement to be \$192,661.26.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners that:

Section 1: The plans, specifications and estimate for the project known as Chadwick #135 Ditch Improvement Project are hereby approved, and;

Section 2: The County Engineer is authorized to advertise for and receive bids on behalf of the Board in accordance with the following Advertisement for Bids:

**Public Notice
Advertisement for Bids**

Sealed bids will be received at the Office of the Delaware County Engineer, 50 Channing Street, Delaware, Ohio 43015, until 10:00 on Monday March 4, 2013, at which time they will be publicly opened and read aloud, for the project known as:

**Chadwick #135
Ditch Improvement Project
Engineer's Estimate for Project \$192,661.26**

The proposals must be made on the forms provided in the Contract Documents or a copy thereof and shall contain the full name and address of the bidder. All bids shall be sealed and plainly marked "SEALED BID FOR Chadwick #135". Bid shall be accompanied by a Bid Security in the form of a bid bond in the amount of one hundred percent (100%) of the bid or a certified check in the amount of ten percent (10%) of the bid. In addition to the Bid Security, a one (1) year Maintenance/Performance Bond is required for this project in the amount of one hundred percent (100%) of the total project cost, and may be submitted with the Bid Proposal.

The Owner of the project is the Delaware County Board of Commissioners. Copies of the plans and specifications must be obtained from the Delaware County Engineer, 50 Channing Street, Delaware, OH 43015. Cost for printed copies of each set of plans and specifications is \$20, and the cost is non-refundable. Plans and specifications may also be downloaded, free of charge, from the Delaware County Engineer's website at www.co.delaware.oh.us/ebids. All bidders must register as a plan holder with the Delaware County Engineer through the County Engineer's ebids website or in person at the time of purchasing plans and specifications.

The Owner requires that all work associated with the project be completed before May 24, 2013. The estimated commencement of work date is March 18, 2013.

No bids shall be withdrawn for a period of sixty (60) days after the opening thereof. Awarding of the contract shall be to the Lowest and Best bidder as determined by the Delaware County Board of Commissioners in the best interest of the Township. The Board reserves the right to reject any or all bids. Delaware Gazette Advertisement Date February 16, 2013.

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

RESOLUTION NO. 13-154

IN THE MATTER OF RENEWING THE CONTRACT FOR SECURITY SERVICES FOR THE

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DELAWARE COUNTY:

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

WHEREAS, Delaware County awarded the bid and contracted with The Trident Group, LLC effective on April 1, 2010 per resolution no. 10-358 for security services; and

WHEREAS, per the terms of the bid contract, it may be renewed if agreed upon by both parties for two (2) additional one (1) year periods; and

WHEREAS, The Trident Group, LLC has requested in writing to renew the contract with no change to the terms and conditions;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Delaware County, State of Ohio, authorizes the renewal of the contract with The Trident Group, LLC, for security services for Delaware County for the final one (1) year period.

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

RESOLUTION NO. 13-155

IN THE MATTER SETTING BID DATE AND TIME FOR THE AIR CONDITIONING FOR THE DELAWARE COUNTY COURTHOUSE:

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

Whereas, the Manager of Facilities recommends the bid date and time for the Air Conditioning for the Delaware County Courthouse;

Therefore Be It Resolved, that the Delaware County Board of Commissioners approve the bid date and time for the Air Conditioning for the Delaware County Courthouse.

**Delaware County Board of Commissioners
PUBLIC NOTICE
INVITATION TO BID**

Sealed bids will be received by the Board of Commissioners, Delaware County, Ohio, at 101 North Sandusky Street, Delaware, Ohio 43015 until 10:00 AM on Thursday, March 21, 2013, at which time they will be publicly opened and read for the following project:

**Air Conditioning for
Delaware County Courthouse**

Bids are to be submitted in accordance with the specifications and drawings prepared by: Hill Engineering 3 W. Central Ave., Delaware, Ohio 43015. Bids will be received for the following packages:

- Bid Package 1 – HVAC, estimated at \$128,000.00
- Bid Package 2 – Electrical, estimated at \$22,000.00

A pre-bid meeting will be held on March 12, 2013 at 2:00 PM at the Delaware County Commissioners’ Office, 101 N. Sandusky St., Delaware, OH 43015.

A Bid Guaranty must be submitted with each bid over \$10,000. Contract Documents may purchased directly from Key Blue Prints. Prospective Bidders shall make prior arrangements with Key Blue Prints at (614) 228-3285 or online at www.plankey.com to purchase required quantities of plans and specification. The contract documents and plans may be reviewed without charge during normal business hours at the Delaware County Facilities Management Office, 1405 US Rte 23 North, Delaware, Ohio 43015.

Bid award shall be to the lowest and best as determined by Delaware County. Delaware County reserves the right to reject any and all bids, in whole or in part, to waive any defect in any or all bids. Bids shall be submitted in a sealed envelope marked " Sealed bid for Air Conditioning for Delaware County Courthouse". Each bid shall contain the full name and address of the bidder and all interested parties. No bid shall be withdrawn for a period of sixty (60) days after being publicly opened and read.

Notice to Bidders are posted on the Internet and may be viewed on Delaware County’s web site at <http://www.co.delaware.oh.us> under the heading Current Bids.

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

Mayor Tom Hopper, Village of Galena

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Jeanna Burrell, Galena Village Administrator

Dave Bender, Delaware County Friends Of The Trail And Clean Ohio Grant

RESOLUTION NO. 13-156

IN THE MATTER OF APPROVING AN INTER-AGENCY AGREEMENT BETWEEN THE BOARD OF DELAWARE COUNTY COMMISSIONERS AND THE VILLAGE OF GALENA FOR THE ADMINISTRATION OF A CLEAN OHIO TRAIL FUND PROJECT:

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

Inter-Agency Agreement

This Agreement is entered into this 14th day of February, 2013, by and between the Village of Galena (the "Village") and the Delaware County Commissioners (the "County") for the administration of a Clean Ohio Trail Fund project as follows:

The Village of Galena is the applicant for a 2013 Clean Ohio Trail Fund grant to pave a 2,000 ft. multi-use recreational trail from Dustin Road to Holmes St., including the decking of the railroad bridge that crosses Little Walnut Creek (the "Project").

In accordance with the grant program requirements, the parties hereto have mutually agreed to the following division of responsibilities:

1. **Funding:** The County agrees to act as the fiscal agent. The Clean Ohio Trail Fund has scheduled grant award announcements for September 2013; project expenditures would be in 2014. Upon awarding the grant to the Village of Galena, the County will budget a 2014 appropriation for the Project. Grant funds shall be deposited with the County to reimburse the County's initial outlay of funds for the Project. The County shall have no financial responsibility for the Project over and above the grant funds. The Village agrees to provide or collect all remaining matching funds for the Project and cause said matching funds to be deposited with the County for application to the Project costs.
2. **Administration:** The County shall have authority to award any and all contracts in furtherance of the Project and shall have approval authority over any and all change orders thereto. The County shall administer payments to contractors and maintain all financial records for the Project. Bidding and construction administration shall be contracted to an engineering firm, subject to Chapter 163 of the Revised Code. Design and construction plans, including all modifications thereto, are subject to approval by both the Village and the County.
3. **Unforeseen Costs:** Any unforeseen costs shall be paid from contingency funds set aside within the Project estimate. If unforeseen costs exceed the amount of contingency funds, the Village and County agree to modify the scope of the Project to reduce the cost to within budget limitations. In no event shall the County incur any costs over and above the reimbursable grant funds.
4. **Communication and Records:** As public records, all records pertaining to this Project shall be available for inspection during regular business hours. The County agrees to keep the Village well informed of the Project via the contracted administrator, and the County shall provide to the Village any additional information regarding the Project upon request.
5. **Ownership:** The Village shall, at all times, hold ownership of the Project and shall retain all rights in this respect.
6. **Maintenance:** The Village shall be solely responsible for all maintenance for the Project. This maintenance includes, but is not limited to, keeping the trail open and free of tree limbs, grass mowing, and items in need of repair.
7. **Termination:** This Agreement shall terminate upon one of the following events: (1) the grant application is denied; or (2) the Project is completed, including final payment and full reimbursement to the County. Notwithstanding termination of this Agreement pursuant to Section 7.(2), Sections 5 and 6 of this Agreement shall continue in full force and effect.

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

RESOLUTION NO. 13-157

IN THE MATTER OF SUPPORTING THE VILLAGE OF GALENA'S CLEAN OHIO TRAIL FUND GRANT APPLICATION:

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

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WHEREAS, the State of Ohio, through the Ohio Department of Natural Resources (“ODNR”), administers financial assistance for public recreation purposes, through the Clean Ohio Trails Fund (“COTF”); and

WHEREAS, the Village of Galena desires financial assistance under the COTF Program and has applied for funding for the Galena Brick Trail; and

WHEREAS, the Delaware County Board of Commissioners (the “Board”) has entered into an Inter-Agency Agreement with the Village of Galena for the administration of the COTF grant;

NOW, THEREFORE, be it resolved by the Board of Commissioners of Delaware County, State of Ohio:

Section 1. The Board hereby declares its support for the Village of Galena’s COTF grant application for the Galena Brick Trail.

Section 2. The Board hereby agrees to act as the fiscal agent and if the grant is awarded, appropriate 2014 funds, in an amount not to exceed \$214,944, for the portion of the cost of the project that will be eligible for reimbursement by ODNR under the terms and conditions of the COTF Program.

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

RESOLUTION NO. 13-158

IN THE MATTER OF APPROVING THE JOB DESCRIPTION FOR THE 911 COMMUNICATIONS DIRECTOR FOR EMERGENCY COMMUNICATIONS:

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

Whereas, the Assistant County Administrator/ Director of Administrative Services recommends approving the job description for the 911 Communications Director for Emergency Communications;

Therefore Be it Resolved, the Board of Commissioners approve the job description for the 911 Communications Director for Emergency Communications.

**DELAWARE COUNTY
Emergency Communications**

TITLE: 911 Communications Director

JOB OBJECTIVES: Individual has the responsibility of overseeing and ensuring the efficient operation of all 9-1-1 communication services to include personnel, program compliance, and budgeting. Individual reports to the County Administrator and advises the 911 Board as indicated in the 9-1-1 Board / Delaware County Services Agreement.

ESSENTIAL JOB FUNCTIONS

- * Manages the County’s Emergency Communications functions in the most efficient and expeditious manner possible;
- * Demonstrates a comprehensive and professional knowledge of public administration, government structure and process, employee / public relations, and department practices /procedures;
- * Consistently demonstrates the ability to apply progressive management principles to plan and implement department goals and objectives, evaluate and improve processes, program efficiency and effectiveness;
- * Assures that all systems are designed and function to meet the needs of fire, EMS and law enforcement;
- * Establishes procedures to assure that all emergency and non-emergency requests for service are processed appropriately and in accordance with laws, standards and applicable policies and procedures;
- * Submits an annual budget for review and approval by the County Administrator and Board of Commissioners and accurately projects requirements and controls expenditures within budgeting guidelines;

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- * Develops, recommends, administers and enforces departmental policies and procedures;
- * Oversees personnel selection and reviews processes including internal promotions and makes recommendations for approval by the County Administrator and the Board of Commissioners;
- * Plans and recommends purchases of all departmental needs such as infrastructure improvement, radio and telephone equipment, office equipment and supplies, service contracts, etc. in accordance with applicable purchasing policies;
- * Develops and implements emergency plans to deal with catastrophic failures of the County's 911 Communications Center;
- * Leads short term and long term planning processes; and
- * Any other duties as assigned.

JOB REQUIREMENTS

Equipment: Ability to operate a variety of machinery and office equipment such as computer, copier, typewriter, telephone, radio, pager, calculator, FAX machine, VCR, and other equipment necessary to perform duties.

Critical Skills/Expertise:

- * Maintains a comprehensive and professional knowledge of public safety; fire, and emergency medical services response protocols;
- * Possesses thorough knowledge of the conceptions, principles, practices and methods of organization, management, staffing and supervision;
- * Quickly and objectively evaluates program effectiveness and makes necessary changes to meet County, local, state, and federal requirements;
- * Demonstrates and maintains proficiency in subject area through professional continuing education;
- * Establishes and maintains positive working relationships with all response entities and internal and external customers and staff;
- * Supervises staff involved with communications including but not limited to assigning work, monitoring performance, training, evaluations, resolving problems, grievances, personnel situations;
- * Ability to motivate and counsel staff and customers. Appropriately handles customer and staff complaints and public inquiries;
- * Ability to work effectively with clients who may be upset, distraught, irate, emotionally or mentally or otherwise unable to function within reasonable range of constructive behaviors;
- * Ability to work independently and as part of a team in organizing and maintaining systems and structures;
- * Thorough and expert knowledge of related governmental policies and procedures, to include federal, state, and local rules and regulations;
- * Effectively defines, analyzes and draws valid conclusions in solving problems; collects data, establishes facts, and complete reports using practical judgment and analytical skills;
- * Ability to communicate effectively, both orally and in writing;
- * Ability to work independently, under pressure, to achieve goals; to create a supportive work environment that encourages self-motivation; and
- * Capable of effectively planning independently and in collaboration with other staff units and outside agencies.

Job Standards: Bachelor's Degree in Telecommunications, Management Information Systems or related field plus a minimum of five (5) years relevant experience; or a high school diploma plus ten (10) years relevant work

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experience. Must demonstrate competency in effective leadership and management principles within a public safety communications position that includes a minimum of three (3) years experience effectively managing and leading subordinate personnel. Individual must possess or shall be able to obtain within thirty (30) days, a valid Ohio Driver's License and have an acceptable driving record. Must meet and maintain qualifications for driving on county business at all times.

DIFFICULTY OF WORK

Work consists of complex, varied, standardized and non-standardized tasks requiring application of numerous laws, rules, regulations, and procedures. The 911 Communications Director is required to provide technical assistance to staff personnel on programs, policies and the interrelationship of programs, the computer system and the application of this under extremely complex and difficult situations. It requires the individual to be continually aware of changes occurring which must be learned and passed on to staff. Function generally requires the resolution of involved or controversial problems and decision-making within the scope of his/her authority.

RESPONSIBILITY

The Individual supervises subordinates, assigning projects, checking on progress of work and evaluating results. Individual makes choices and decisions on daily activities such as staffing, scheduling appointments, establishing priorities, making agency referrals, developing contracts with businesses and agencies and forming collaborative relationships in accordance with County policy. Individual shall be responsible for departmental strategic planning. Decisions and activities of this position have a direct and significant impact on a major segment of the economy, the public, and the management of Delaware County Government. Errors in judgment, inaction, diminished proficiency in emergency services administration issues and solutions, and inattentiveness to County interests could be devastating to the public health, safety, and welfare and interests of the County. Decisions are made based upon laws and regulations and policies of the Board of Commissioners.

PERSONAL WORK RELATIONSHIPS

The individual has daily and frequent contact with co-workers, public officials, employees from other public sector organizations, employees from the private sector and the general public. The purpose of these contacts is to guide and direct, review and assure progress of work assigned, coordinate services, manage job development and referrals, and handle questions about the department, programs and client concerns. Individual must assure that the Board of Commissioners and the County Administrator are fully aware of all matters affecting the department, actions of the department, and issues that impact upon the Board of Commissioners as the appointing authority.

PHYSICAL EFFORT AND WORK ENVIRONMENT

Physical

Requirements:

Individual performs sedentary work, which may require the lifting of up twenty-five (25) pounds occasionally and two (2) pounds regularly.

Physical Activity:

The physical activity of the position is manual dexterity, talking, hearing, reaching, walking and standing for prolonged periods of time. Individual must be able to coordinate eyes and hands rapidly and accurately in using communications equipment.

Visual Activity:

Individual performs work where the seeing job is close to the eyes and at or within arm's reach and also at varying distances. Requires the individual to have the ability to differentiate between colors and shades of colors.

Job Location:

The minimum work conditions for the position indicate that the individual is not exposed to adverse environmental conditions.

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

RESOLUTION NO. 13-159

IN THE MATTER OF APPROVING PERSONNEL ACTIONS:

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

The County Administrator recommends accepting the resignation of Interim Director of Emergency Communications at the close of business on March 1, 2013;

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Therefore Be It Resolved, that the Delaware County Board of Commissioners accept the resignation of Interim Director of Emergency Communications at the close of business on March 1, 2013.

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

RESOLUTION NO. 13-160

SETTING DATE AND TIME FOR A PUBLIC HEARING TO DISCUSS THE POTENTIAL ISSUANCE BY FRANKLIN COUNTY OF ITS REVENUE BONDS PURSUANT TO CHAPTER 140, OHIO REVISED CODE, TO FINANCE AND REFINANCE HOSPITAL FACILITIES FOR THE BENEFIT OF OHIOHEALTH CORPORATION AND AFFILIATES OF OHIOHEALTH CORPORATION LOCATED OR TO BE LOCATED IN FRANKLIN COUNTY, DELAWARE COUNTY AND MARION COUNTY AND APPROVING THE ISSUANCE OF THE BONDS PURSUANT TO SECTION 147(f) OF THE INTERNAL REVENUE CODE:

It was moved by Mr. Stapleton, seconded by Mr. Merrell that the Board of County Commissioners of the County of Delaware fix the **Thursday February 28, 2013 at 9:45AM** at the Commissioners Hearing Room 101 North Sandusky as the time and place of the hearing by the Commissioners on the Potential Issuance By Franklin County Of Its Revenue Bonds Pursuant To Chapter 140, Ohio Revised Code, To Finance And Refinance Hospital Facilities For The Benefit Of Ohiohealth Corporation And Affiliates Of Ohiohealth Corporation Located Or To Be Located In Franklin County, Delaware County And Marion County And Approving The Issuance Of The Bonds Pursuant To Section 147(F) Of The Internal Revenue Code.

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

COMMISSIONERS' COMMITTEES REPORTS

Commissioner Merrell

**-Attended And Participated In The CCAO New Commissioners' Training; Found It Very Helpful
-Later Today Will Be Attending A CCAO Sales Tax Meeting**

Commissioner Stapleton

**-MORPC Later Today
-On Friday CCAO Board Meeting in AM; followed by An Executive Committee Meeting
-Proposed A Future Work Session On State Budget Issues With:
Andrew Brenner, Ohio House Of Representatives 2nd District
Margaret Ann Ruhl, Ohio House Of Representatives 68th District
-Kris Jordan, Ohio Senate
-Brought Forward Topic Of Commissioner Board Members Are Only Representing Self When Talking To The Public, Unless Directed By The Board To Convey A Board's Opinion**

Commissioner O'Brien

**-Attended And Participated In Family Children's First Council Meeting; Discussed Concerns On Grants That Are Now The Reimbursable Type; Flyers On A Stand Up Leadership Training Camp At Recreation Unlimited In Ashley; Beat The Heat Summer Event At Dempsey Middle School; Helpline Volunteer Training; Subsidized Health Coverage
-Later Today Will Attend Government Day At Leadership Delaware**

RESOLUTION NO. 13-161

IN THE MATTER OF ADJOURNING INTO EXECUTIVE FOR CONSIDERATION OF DISMISSAL AND DISCIPLINE OF A PUBLIC EMPLOYEE OR PUBLIC OFFICIAL:

It was moved by Mr. Merrell, seconded by Mr. Stapleton to adjourn into Executive Session at 10:15AM.

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

RESOLUTION NO. 13-162

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. Stapleton, seconded by Mr. Merrell to adjourn out of Executive Session at 11:42AM.

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

RESOLUTION NO. 13-163

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

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It was moved by Mr. Merrell, seconded by Mr. Stapleton to adjourn into Executive Session at 11:43AM.

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

RESOLUTION NO. 13-164

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mr. Merrell, seconded by Mr. Stapleton to adjourn out of Executive Session at 11:46AM.

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

Commissioner Stapleton requested, and the Board concurred, that President O'Brien contact all of the other elected Delaware County officials to determine what their policy has been regarding discipline for major traffic violations.

There being no further business, the meeting adjourned.

Gary Merrell

Ken O'Brien

Dennis Stapleton

Jennifer Walraven, Clerk to the Commissioners