

COMMISSIONERS JOURNAL NO. 66 - DELAWARE COUNTY
 MINUTES FROM REGULAR MEETING HELD FEBRUARY 6, 2017

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

Present:
 Jeff Benton, President
 Gary Merrell, Vice President
 Barb Lewis, Commissioner

1
 RESOLUTION NO. 17-112

IN THE MATTER OF APPROVING THE ELECTRONIC RECORD OF THE PROCEEDINGS FROM REGULAR MEETING HELD FEBRUARY 2, 2017:

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

WHEREAS, the Board of Commissioners of Delaware County, Ohio (the "Board") met in regular session on February 2, 2017; 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. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

2
 PUBLIC COMMENT

3
 ELECTED OFFICIAL COMMENT

4
 SUSIE BIBLER, EXECUTIVE DIRECTOR MAIN STREET DELAWARE
 INTRODUCTION/PRESENTATION

5
 RESOLUTION NO. 17-113

IN THE MATTER OF APPROVING PURCHASE ORDERS, THEN AND NOW CERTIFICATES, AND PAYMENT OF WARRANTS IN BATCH NUMBERS CMAPR0203:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve Then And Now Certificates, payment of warrants in batch numbers CMAPR0203 and Purchase Orders as listed below:

PR Number	Vendor Name	Line Description	Account	Amount	Line
R1702136	PRIME AE GROUP INC	GENERAL ENGINEERING SERVICES - UPDATING SPECS	66711901 - 5301	\$25,000.00	0001
R1702189	HARRIS INDUSTRIAL SERVICES LLC	MIXER REPAIRS - ALUM CREEK	66211904 - 5328	\$30,000.00	0001

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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 RESOLUTION NO. 17-114

IN THE MATTER OF APPROVING TRAVEL EXPENSE REQUESTS:

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

The Environmental Services Department is requesting that Erik McPeek and Kelly Thiel attend a SEOWEA Section Meeting in Newark, Ohio February 9, 2017, at the cost of \$70.00 (fund number 66211902)

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

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 RESOLUTION NO. 17-115

IN THE MATTER OF DELEGATING CERTAIN AUTHORITY IN FURTHERANCE OF THE

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PURCHASE OF MOTOR VEHICLES:

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

WHEREAS, the Delaware County Board of Commissioners (the "Board") is vested with the authority to contract on behalf of the county, and no other officer can bind the county by contract, unless by reason of some express provision of law; and

WHEREAS, pursuant to section 307.41 of the Revised Code, the Board may find, by resolution of necessity, that it is necessary to expend county monies for the purchase or lease of motor vehicles to be used by the Board, by any county department, board, commission, office or agency, or by any elected county official or his or her employees; and

WHEREAS, the Board may, in its discretion, delegate purely ministerial duties that do not require the exercise of judgment or discretion; and

WHEREAS, in the interest of administrative efficiency, the Board is desirous of delegating the purely ministerial duties of accepting delivery of and properly titling and registering motor vehicles the purchase or lease of which the Board has approved by resolution;

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

Section 1. The Board hereby delegates to the Director of Facilities the purely ministerial duties of executing any and all documents necessary to accept delivery of, obtain title for, and properly register motor vehicles the purchase or lease of which the Board has approved by resolution.

Section 2. This Resolution supersedes Resolution No. 16-382 and shall take immediate effect upon adoption.

Vote on Motion Mr. Merrell Aye Mr. Benton Aye Mrs. Lewis Aye

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RESOLUTION NO. 17-116

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

It was moved by Mrs. Lewis, 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 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 are available for purchase via the State of Ohio's cooperative purchasing program; and

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 two (2) Ford F-150 Pickup Trucks from Middletown Ford at the total price of \$51,254.30.

Section 2. The Board hereby authorizes the purchase of two (2) Ford F-150 Pickup Trucks from Middletown Ford at the total price of \$51,954.30.

Section 3. The purchase authorized in Section 1 and 2 hereof shall be subject to the contract and terms and conditions for Contract # RS901017 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 Mrs. Lewis Aye Mr. Benton Aye Mr. Merrell Aye

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RESOLUTION NO. 17-117

IN THE MATTER OF ESTABLISHING A MAINTENANCE BONDS FOR NORTH FARMS 4:

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

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WHEREAS, the roadway construction has been completed for the project known as North Farms 4 (“Project”); and

WHEREAS, as the result of The Engineer’s recent field review of the Project, The Engineer has determined that only minor remedial work remains which can be accomplished during the subsequent one year maintenance period; and

WHEREAS, The Engineer recommends that in accordance with the Owner’s Agreement, the Maintenance Bond be set at \$68,600 (10% of the original construction estimate) and the project be placed on the required one year maintenance period; and

WHEREAS, M/I Homes of Central Ohio, LLC (“Owner”) has provided a Maintenance Bond in the amount of \$68,600 as surety to cover the one year maintenance period.

Now Therefore Be It Resolved, that the Delaware County Board of Commissioners (Board) accepts the Maintenance Bond in the amount of \$68,600 for the Project and places the Project on the required one year maintenance period.

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

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RESOLUTION NO. 17-118

IN THE MATTER OF ESTABLISHING A MAINTENANCE BONDS FOR NORTH FARMS 8:

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

WHEREAS, the roadway construction has been completed for the project known as North Farms 8 (“Project”); and

WHEREAS, as the result of The Engineer’s recent field review of the Project, The Engineer has determined that only minor remedial work remains which can be accomplished during the subsequent one year maintenance period; and

WHEREAS, The Engineer recommends that in accordance with the Owner’s Agreement, the Maintenance Bond be set at \$40,400 (10% of the original construction estimate) and the project be placed on the required one year maintenance period; and

WHEREAS, M/I Homes of Central Ohio, LLC (“Owner”) has provided a Maintenance Bond in the amount of \$40,400 as surety to cover the one year maintenance period.

Now Therefore Be It Resolved, that the Delaware County Board of Commissioners (Board) accepts the Maintenance Bond in the amount of \$40,400 for the Project and places the Project on the required one year maintenance period.

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

11
RESOLUTION NO. 17-119

IN THE MATTER OF APPROVING THE PLAT OF SUBDIVISION FOR THE GLADE AT HIGHLAND LAKES SECTION 1:

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

Whereas, The Glade at Highland Lakes, LLC has submitted the Plat of Subdivision (“Plat”) for The Glade at Highland Lakes Section 1, 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 November 8, 2016; and

Whereas, Del-Co Water Company has reviewed said Plat and Plans for conformance with its rules and regulations and approved said Plat on November 9, 2016; 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 22, 2016; 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 December 7, 2016; and

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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 January 3, 2017

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners hereby approves the Plat of Subdivision for The Glade at Highland Lakes Section 1.

The Glade at Highland Lakes Section 1

Situated in the State of Ohio, County of Delaware, Township of Genoa, and in Farm A, Quarter Township 2, Township 3, Range 17, United States Military Lands, containing 12.592 acres of land, more or less, said 12.592 acres being part of that tract of land conveyed to The Glade at Highland Lakes, LLC by deed of record in Official Record 1403, Page 974, Recorder’s Office, Delaware County, Ohio. Cost: \$78> (\$3.00 per buildable lot)

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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RESOLUTION NO. 17-120**

IN THE MATTER OF APPROVING RIGHT-OF-WAY WORK PERMIT SUMMARY SHEET:

It was moved by Mr. Merrell, seconded by Mrs. Lewis to approve the following work permits:

Whereas the below requests to perform work within the right-of-way have been reviewed and approved by the Delaware County Engineer;

Now Therefore Be It Resolved, that the following permits are hereby approved by The Board of Delaware County Commissioners:

Permit #	Applicant	Location	Type of Work
U17-012	Columbia Gas of Ohio	Liberty Road	Tie-into gas main

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

**13
RESOLUTION NO. 17-121**

IN THE MATTER OF APPROVING THE DKMM COUNTY RECYCLING AND LITTER PREVENTION OFFICE PROGRAM STATUS REPORT FOR THE LAST HALF OF 2016:

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

**Program Status Report (last half)
Report of DKMM District Funds Spent**

Reports due: January 31, 2017
Date of Report: January 19, 2017

AMOUNT OF FUNDS RECEIVED:	\$71,749.77
APPROVED CARRYOVER BALANCE	\$0.00
TOTAL FUNDS AVAILABLE	\$71,749.77

EXPENDITURES:

Salaries	\$23,275.94
Fringe Benefits	\$15,860.98
Advertising	\$1,260.05
Travel	\$665.78
Other	\$269.52
Supplies	\$956.24
Total Expenditures	\$42,288.51

Vote on Motion Mr. Merrell Aye Mr. Benton Aye Mrs. Lewis Aye

**14
RESOLUTION NO. 17-122**

IN THE MATTER OF ESTABLISHING A NEW ORGANIZATION KEY AND APPROVING SUPPLEMENTAL APPROPRIATIONS FOR THE DELAWARE COUNTY EMERGENCY

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MANAGEMENT AGENCY (EMA):

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

Whereas, the Director of Delaware County EMA recommends approval of A New Organization Key and Supplemental Appropriations;

Whereas, Delaware County EMA has received grant funding from the Public Utilities Commission of Ohio (PUCO) for Hazardous Materials Technician training for area fire departments;

Therefore Be It Resolved, that the Delaware County Board of Commissioners approve A New Organization Key and Supplemental Appropriations for Delaware County EMA:

New Organization Key

21581302 FY16 PUCO Training Grant

Supplemental Appropriations

21581302-5365	FY16 PUCO Training Grant/Grant Related Services	Amount \$2,700.00
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Vote on Motion	Mrs. Lewis	Aye	Mr. Benton	Aye	Mr. Merrell	Aye
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RESOLUTION NO. 17-123

IN THE MATTER OF AUTHORIZING THE USE OF A PROCUREMENT CARD FOR THE COURT OF COMMON PLEAS ADULT COURT SERVICES DEPARTMENT:

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

WHEREAS, pursuant to Ohio Revised Code Section 301.29, the Board of Commissioners of Delaware County by Resolution No. 04-1193 dated September 30th, 2004, adopted a policy for the use of County Procurement Cards, In addition, The Board of Commissioners of Delaware County by Resolution No. 11-1040 dated October 3rd, 2011, adopted amendments to the Policies and Procedures for the county procurement card program; and

WHEREAS, the appointing authority for the procurement card being the Court Of Common Pleas, has adopted the procurement card policy for the use of the card to pay for specific classes of work related expenses, without submitting a monthly estimate of the expenses, pursuant ORC 301.29 (F)(2).

NOW THEREFORE BE IT RESOLVED, that the Board of Commissioners of Delaware County, State of Ohio, authorize the use of the following procurement cards to the limits indicated and for specific work related expenses designated in the Procurement Card Policy without submitting a monthly estimate of expenses:

Appointing Authority: Court Of Common Pleas
 Office/Department: Adult Court Services Department

Daily spending per card:		\$100
Monthly spending per card:	\$500	
Single transaction limit:		\$100
Daily number of transactions per card:		5
Monthly number of transactions per card:		10

Name on Card: Laurie Winbigler
 Department Coordinator: Kay Baglione

Vote on Motion	Mr. Benton	Aye	Mr. Merrell	Aye	Mrs. Lewis	Aye
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RESOLUTION NO. 17-124

IN THE MATTER OF APPROVING A MASTER AGREEMENT AND A SYSTEM MAINTENANCE AGREEMENT BETWEEN DELAWARE COUNTY AND IMAGESOFT, INC. FOR ONBASE SUPPORT FOR THE AUDITOR'S OFFICE DATA CENTER:

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

Whereas, the County Auditor recommends approval of a Maintenance Agreement for Software Maintenance between ImageSoft and Delaware County;

Now Therefore Be It Resolved, that The Board Of Commissioners approve Maintenance Agreement for Software Maintenance Between ImageSoft And Delaware County.

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(A copy of these agreements are available in the Commissioners’ Office and it the Auditor’s Office Data Center until no longer of administrative value)

Vote on Motion Mr. Merrell Aye Mrs. Lewis Aye Mr. Benton Aye

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RESOLUTION NO. 17-125

IN THE MATTER OF APPROVING THE SANITARY SEWER IMPROVEMENT PLANS FOR LIBERTY BLUFF SECTIONS 1 & 2:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to approve the following sanitary sewer improvement plans for submittal to the Ohio EPA for their approval.

WHEREAS, the Sanitary Engineer recommends approval of the sanitary sewer improvement plans.

THEREFORE BE IT RESOLVED, that the Board of Commissioners approve the sanitary sewer improvement plans for Liberty Bluff Sections 1 & 2 for submittal to the Ohio EPA for their approval.

Vote on Motion Mrs. Lewis Aye Mr. Merrell Aye Mr. Benton Aye

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RESOLUTION NO. 17-126

RESOLUTION OF NECESSITY FOR PURCHASE OR LEASE OF AUTOMOBILE FOR THE USE OF THE COUNTY DRAINAGE MAINTENANCE PROGRAM:

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

WHEREAS, pursuant to section 307.41 of the Revised Code, the Board of Commissioners of Delaware County, Ohio (the “Board”) may find, by resolution of necessity, that it is necessary to expend county monies for the purchase or lease of a new automobile to be used by the County Commissioners, by any county department, board, commission, office or agency, or by any elected county official or his or her employees; and

WHEREAS, the Board has before it a request from the Drainage Maintenance Program administered by the Delaware Soil and Water Conservation District Board of Supervisors to expend county monies for the purchase of a new automobile;

WHEREAS, the automobile is available for purchase through the State of Ohio’s cooperative purchasing program (the “Program”);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF DELAWARE COUNTY, OHIO:

Section 1. The Board hereby declares that it is necessary to expend county monies for the purchase of a new automobile to be used by the Delaware Soil and water Conservation District employees for the following reasons: (1) existing automobiles have reached the end of their useful service lives; (2) a new automobile is necessary to provide safe and reliable transportation for the Delaware Soil and Water Conservation District employees; and (3) a new automobile will ensure optimal service to the citizens of Delaware County.

Section 2. The Board hereby approves the purchase of one (1) 2017 Ford F-150 vehicle at a cost of \$25,627.15 per vehicle from Middletown Ford and declares that the purchase of said vehicle shall be in accordance with the State of Ohio’s cooperative purchasing program, pursuant to the contract and terms and conditions set forth in Contract # **RS901017**.

(2)) 2017 Jeep Cherokee vehicle at a cost of \$23,382.50 per vehicle from Byers Chrysler Jeep and declares that the purchase of said vehicle shall be in accordance with the State of Ohio’s cooperative purchasing program, pursuant to the contract and terms and conditions set forth in Contract # **RS901017**.

Which is, by this reference, fully incorporated herein and of which the purchase orders approved herein shall be made a part.

Section 3. The Board hereby authorizes the Delaware Soil and water Conservation District to initiate the necessary purchase order(s) to one or more approved vendors and hereby approves the purchase order(s) from fund number 21911401-5450.

Section 4. The Clerk of the Board is hereby directed to certify a copy of this Resolution to the Delaware Soil and Water Conservation District and the County Auditor.

Vote on Motion Mr. Benton Aye Mr. Merrell Aye Mrs. Lewis Aye

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ADMINISTRATOR REPORTS

Ferzan Ahmed, County Administrator

-Happy Birthday to Commissioner Merrell

-The farming community reached out to have Commissioner Merrell set up a meeting member of staff to discuss the role farming plays in the county. Bob Lamb, Economic Development Director, attended a meeting with the Farm Bureau. Bob discussed the meeting highlights

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COMMISSIONERS' COMMITTEES REPORTS

Commissioner Lewis

-No reports

Commissioner Merrell

-No reports

Commissioner Benton

-Attended the Delaware Area Chamber dinner last Thursday. It was very entertaining and well attended

-Has met with Ferzan to discuss staff goals for this year

-The Finance Authority will meet tomorrow night (instead of the usual second Tuesday of the month)

-The stork award recipient was featured in the Dispatch along with a photo of the family involved with the delivery

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RESOLUTION NO. 17-127

IN THE MATTER OF ADJOURNING INTO EXECUTIVE SESSION FOR TO CONSIDER THE PURCHASE OF PROPERTY FOR PUBLIC PURPOSES:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to adjourn into Executive Session at 10:12 AM.

Vote on Motion Mr. Merrell Aye Mr. Benton Aye Mrs. Lewis Aye

RESOLUTION NO. 17-128

IN THE MATTER OF ADJOURNING OUT OF EXECUTIVE SESSION:

It was moved by Mrs. Lewis, seconded by Mr. Merrell to adjourn out of Executive Session at 11:02 AM.

Vote on Motion Mrs. Lewis Aye Mr. Benton Aye Mr. Merrell Aye

There being no further business, the meeting adjourned.

Gary Merrell

Barb Lewis

Jeff Benton

Jennifer Walraven, Clerk to the Commissioners