

June 9, 2017

The Board of County Commissioners, Highland County, Ohio, met this day in a Regular Session with Shane Wilkin, Jeff Duncan, Terry Britton, absent. Mr. Wilkin called the meeting to order at 8:41 a.m. All documents referenced in the minutes are filed in the Commissioners' office and are available for review upon request.

**NOTE** David Wright, Barb Cole, and Doug Wagoner were present for the meeting.

Mr. Wilkin led attendees in saying the Pledge of Allegiance.

**MOTION** Mr. Duncan moved, seconded by Mr. Wilkin, to approve the minutes from the previous meeting. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**MOTION** Mr. Duncan moved, seconded by Mr. Wilkin, to approve payment of Bill File No. 17-21 The total bill file amount paid was \$153,300.39. The amount paid from the General Fund was \$31,340.57. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

#### **RESOLUTIONS**

**RESOLUTION NO. 17-121** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests an additional appropriation to T-56, PSI Writing, Operating Expense in the amount of \$248.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-122** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests an additional appropriation to T-55 Pre-Trial Supervision, a total amount of \$2,416.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-123** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate to T-35 Jail Diversion, Refunds in the amount of \$13.18. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-124** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to establish a new line item within T-42 PSI Writing, Refunds 0442-T042-T11.090. Probation also requests to appropriate \$4,69 to the Refunds Line item. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-125** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate to T-36, Prosecutorial Diversion, Refunds line item in the amount of \$8.79. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-126** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate in the T-34, PSI Writing fund, Refunds in the amount of \$3.66. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-127** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate to T-33 Pre-Trial Release, Refunds in the amount of \$7.48. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-128** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate to T-32, Prosecutorial Diversion, Refunds in the amount of \$6.86. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-129** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to appropriate \$8.63 to the Refunds line item. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-130** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to revise the T-53 Jail Diversion Budget. Probation also requests to establish a new line item. Equipment 0453-T053-T09.060 and appropriate \$15,000 to that line item. Probation also requests to establish a new line item. Advances Out 0453-T10.085 and appropriate \$15,000 to that line item. Probation also requests to advance from 0453-T053-T10.085, Advances Out to S-18 in the amount of \$15,000 to repay and earlier advance. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-131** Mr. Duncan moved, seconded by Mr. Wilkin, Engineer requests a modification within the Engineer Budget from Contracts-Projects to Materials in the amount of \$70,000. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-132** Mr. Duncan moved, seconded by Mr. Wilkin, Commissioners actively supports and participates in OVRDC. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-133** Mr. Duncan moved, seconded by Mr. Wilkin, Probation requests to revise the T-54 Prosecutorial Diversion Fund. Probation also requests to establish a new line item, Advances Out, 0454-T054-T09.085 and appropriate \$17,500 to that line item. Probation also requests an advance from 0454-T054-T09.085, Advances Out to S-18 in the amount of \$17,500. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-134** Mr. Duncan moved, seconded by Mr. Wilkin, Community Action requests an additional appropriation from unappropriated funds to T-5 CAO, Housing Rehabilitation in the amount of \$5,175.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-135** Mr. Duncan moved, seconded by Mr. Wilkin, Engineer awards the Box Culvert Bid to Lindsay Pre-Cast. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-136** Mr. Duncan moved, seconded by Mr. Wilkin, Commissioners request a transfer from Transfers Out to Mowystown Sewer, P-02 in the amount of \$20,000.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-137** Mr. Duncan moved, seconded by Mr. Wilkin, Sheriff requests an additional appropriation to Sheriff, Salary Employees in the amount of \$1,500.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-138** Mr. Duncan moved, seconded by Mr. Wilkin, Sheriff requests an additional appropriation to Sheriff, Salary Employees in the amount of \$2,249.93. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**RESOLUTION NO. 17-139** Mr. Duncan moved, seconded by Mr. Wilkin, HCDJ&FS requests a reimbursement of funds from CSEA, Reimbursement Account C-00 to Public Assistance H-00 in the amount of \$10,225.58 for May 2017 child support shared cost distribution. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**DISCUSSION**

Jeff Duncan presented information from the Dog & Kennel office. They would like to increase the dog license fees and also create new fees. Other Dog & Kennel offices have similar fees. After speaking with the Auditor, he states we should keep the license fees the same. The Commissioners discussed adding a \$20.00 pickup fee, a \$25.00 turn in fee for surrendering owners, and a \$5.00 a day feeding charge, after being held for 36 hours.

**MOTION** Mr. Duncan moved, seconded by Mr. Wilkin, to adopt the new fees. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

Commissioner Duncan stated we need to revisit the Mowrystown Sewer Contract and sit down with the Village Administrator do discuss increasing the fees. Mr. Wilkin suggested speaking with Steve & Frank from EES and see what their recommendation would be.

**RECESS/ RECONVENE 9:03 AM/ 9:18 AM**

**MEETINGS/ APPOINTMENTS**

*9:00 Marsha Sonner, Proclamation Chad McConaughy and Holly Schutte were present for the reading.*  
*9:15 Executive Session, Personnel*

**MOTION** Mr. Duncan moved, seconded by Mr. Wilkin, to go into executive session to discuss personnel. The vote resulted as follows: Mr. Wilkin, yea; Mr. Duncan, yea; and Mr. Britton, absent.

**Roll Call Vote:** Jeff Duncan, YEA Shane Wilkin, YEA Terry Britton, absent  
**EXECUTIVE SESSION 9:23 AM/ 9:58 AM**

*10:00 Engineer, Chip Seal Bid Date, Dean Onworth was present for the bid opening*  
*1 bid received from Miller Mason for \$421,725.25*

**CORRESPONDENCE**

*Lunch & Learn, Health Quest Wellness Center*

**CONTRACTS #45**

*Commissioners, Probation, OHRC, Probation Improvement & Incentive Funding Performance Increase \$54,500.00*  
*Commissioners, Maximus, Certificate of County-Wide Cost Allocation Plan*  
*Commissioners, Turning Point, HCDJ&FS, TANF, Employment Training*  
*Commissioners, HCDJ&FS, Chore Services Contract, July 1, 2017- June 30, 2018 \$44,556.37*  
*Commissioners, HCDJ&FS, Highland County Community Action, Community Care Management Contract, July 1, 2017-June 30, 2018 \$62,510.00*  
*Commissioners, HCDJ&FS, Highland County Community Action, Job Club/Job Search Contract, July 1, 2017- June 30, 2018 \$60,410.00*  
*Commissioners, HCDJ&FS, Highland County Community Action, Reproductive Health and Wellness Program, July 1, 2017 – June 30, 2018 \$41,500.00*

**REPORTS**

Highland County Dog & Kennel, Report Fee for Week end 6/2/17  
Maximus, Central Services Cost Allocation Plan, Highland County, Ohio FY 2016

**Meeting Adjourned at 10:16 AM**

absent

Jeff Duncan

[Signature]

Board of County Commissioners  
Highland County, Ohio

[Signature]  
Clerk