

February 26, 2009

The Board of County Commissioners, Highland County, Ohio, met this day in Regular Session with Mr. Wilkin, Mr. Horst, and Mr. Heaton present. At 8:30 a.m. the minutes of the previous session were approved as written.

NOTE

Katie Wright, Times Gazette, was present for a portion of the meeting.

MOTION

Mr. Horst moved, seconded by Mr. Heaton, to approve payment of Bill File No. 09-07. The vote resulted as follows:

Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

The total amount paid was \$466,537.62. The amount paid from the General Fund only was \$54,366.59. A list of all bills paid is on file in the Commissioners' office.

Resolution No. 09-68

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on February 26, 2009, with the following members present:

Shane Wilkin, Thomas Horst, and Gary Heaton.

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners, that the said Board authorize the following appropriation within the Probate Court budget:

From: 0020-A004-B14.075, Contracts & Services, Bldgs. & Grnds.

To: 0077-A415-A15.006, Stenographer salary, in the amount \$935.00 0160-A002-G12.000, Criminal Prosecutions, in the amount of \$458.33, for a total of \$1,393.33

Mr. Heaton seconded the Resolution, and the roll being called upon its adoption, the vote resulted as follows:

Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 19, 2009

Highland County Commissioners
114 Governor Foraker Place

Hillsboro, Ohio 45133

Dear Commissioners,

The Board of Elections is requesting a modification in the following line items. The request is as follows:

From: Other Expense-0180-A403-A09.090-\$125.00
From: Part-Time Salary-0180-A103-A02.006-\$ 1,5490.00
From: Contracts & Services- 0180-A003-A06.075 \$ 5,076.50
From: Board Travel- 0180-A003-A07.050-\$750.00
From: Advertising & Printing-0180-A003-A08.045-\$590.00

To: Poll Workers-Salary & Expense-0180-A203-A02.006-\$8,090.50

Thank you for your attention in this matter.

Respectfully



Kate Cameron, Director
Highland County Board of Elections

Resolution No. 09-69

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on February 26, 2009, with the following members present:

Gary Heaton, Thomas Horst, and Shane Wilkin.

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners, that the said Board authorize the following modification within the Board of Elections budget:

From: 0180-A403-A09.090, Other Expense, amount of \$125.00
0180-A103-A02.006, Part-Time Salary, amount of \$1,549.00
0180-A003-A06.075, Contracts & Services, amount of \$5,076.50
0180-A003-A07.050, Board Travel, amount of 750.00
0180-A003-A08.045, Advertising & Printing, amount of \$590.00

To: 0180-A203-A02.006, Poll Workers-Salary & Expense, total amount \$8,090.50

Mr. Heaton seconded the Resolution, and the roll being called upon its adoption, the vote resulted as follows:

Mr. Heaton, yea; Mr. Horst, yea; and Mr. Wilkin, yea.

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 20, 2009

Highland Co. Board of Commissioners
114 Governor Foraker Place
Hillsboro, OH 45133

RE: Highland Co. Sheriff's Employee Salaries, 0190-006-A02-006
Methamphetamine Initiative Grant; Grant No. 2007CKWX0219

Dear Commissioners:

I wish to modify the budget of the Highland County Sheriff, specifically, Highland Co. Sheriff's Employee Salaries (line item number listed above) by the following additional amount, and request that this be done at the next regular meeting of the Highland County Board of Commissioners.

Pay-in to Highland County General Fund on February 20, 2009: \$ 2,935.95

The reason for this request is that the pay-in referenced above was been made as referenced above, as reimbursement to the Highland County Sheriff's Office, from the grant mentioned above, for salary-related law enforcement activity performed under the conditions of said grant.

I am attaching hereto a copy of the pay-in slip with regard thereto.

Please note that this request relates to the appropriation, only, and is not a request for additional county funds.

Sincerely,

Sheriff Ronald D. Ward
Highland County

Resolution No. 09-70

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Gary Heaton, Tom Horst, Shane Wilkin

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED by the Board of Highland County Commissioners that the said Board authorizing the following additional appropriation within the Methamphetamine Initiative Grant:

From: Un-appropriated funds,

To: 0190-A006-A02.006, Employee Salaries, the amount of \$2,935.95

Mr. Heaton seconded the Resolution, and the roll called upon its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea and Mr. Wilkin; yea

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

Resolution No. 09-71

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Gary Heaton, Tom Horst, Shane Wilkin

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED by the Board of Highland County Commissioners that the said Board authorizing the following appropriation within the Mandatory Drug Enforcement budget:

From: Un-appropriated funds,

To: 8018-Y018, Mandatory Drug Enforcement Fund, the amount of \$32,133.81

Mr. Heaton seconded the Resolution, and the roll called upon its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea and Mr. Wilkin; yea

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 19, 2009

Highland County Commissioners
Highland County Administration Building
Hillsboro, Ohio 45133

RE: Donation Monies

Dear Sirs:

We request that you appropriate \$100.00 (from donations received), into the line item of "Donations, 0410-T007-T12.000. Please add as follows:

Add \$100.00 to the line item 0410-T007-T12.000 (Donations)

Thank you for your consideration into this matter.

Sincerely,

James B. Grandey, Prosecutor
for Highland County Victim-Witness Assistance

Resolution No. 09-72

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Gary Heaton, Tom Horst, Shane Wilkin

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED by the Board of Highland County Commissioners that the said Board authorizing the following additional appropriation within the CAO Victim-Witness budget:

From: Un-appropriated funds,

To: 0410-T007-T12.000, Donations, the amount of \$100.00

Mr. Heaton seconded the Resolution, and the roll called upon its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea and Mr. Wilkin; yea

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

To: Rosalind/Highland County Commissioners
Fax: 393-5850
From: Jennifer West
Date: February 24, 2009
Subject: Trustee Appointment

Good morning! Craig Turner, who has been on the library board for many years, has decided not to re-up for another term. His term expires at the end of this month on February 28, 2009.

We request that Larry Nartker be appointed a trustee of the Highland County District Library for a full seven year term.

Larry is the librarian at the Hillsboro Elementary School on 500 US 62 South.

Please let me know if you need anything more. Thanks very much.

Jennifer West, Director
Highland County District Library
393-3114

Resolution No.09-73

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Mr. Wilkin, Mr. Thomas Horst, Mr. Gary Heaton

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners, that the said Board approve the appointment of Larry Nartker a trustee of the Highland District Library for a full seven year term, replacing Craig Turner. Effective March 1, 2009 and ending February 28, 2016.

Mr. Heaton seconded the Resolution, and the roll called upon its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea, Mr. Wilkin; yea

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 24, 2009
Highland County Board of Commissioners
114 Governor Foraker Place
Hillsboro, Ohio 45133

Dear Sirs:

The Highland County Veterans Service Commission, hereafter referred to as H.C.V.S.C., hereby requests travel authorization for commission members Clarence Alexander, Joe Thompson, Denver Conley and Gary Cropper to attend the Ohio State Association of County Veterans Service Commissioners 12th District Meeting scheduled to convene on Tuesday, March 10, 2009 at the Veterans of Foreign Wars Post 7596 in Franklin, Ohio. There are no registration fees or meal expenses, nor is mileage reimbursement anticipated, as attendees also request to utilize H.C.V.S.C. van for group transportation to the meeting.

Pursuant to Ohio Revised Code §5901.03 (F), it is the duty of the H.C.V.S.C. to promote and provide funding for the ongoing education and training for veterans service commissioners and staff. In addition, as outlined in Ohio Administrative Code §5901-1-02, veterans service commissioners must earn education credits annually to maintain their certifications; thus your cooperation with the granting of this request is greatly appreciated.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Richard A. Kisamore, President
Highland County Veterans Service Commission

Resolution No. 09-74

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Shane Wilkin, Tom Horst, Gary Heaton

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners that the said Board approves the travel of Clarence Alexander, Joe Thompson, Denver Conley and Gary Cropper to attend the Ohio State Association of County Veterans Service Commission to be held in Franklin, Ohio, March 10, 2009 at the Veterans of Foreign Wars Post 7596.

Mr. Heaton seconded the Resolution, and upon the roll call of its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea, Mr. Wilkin: yea.

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 24, 2009

Highland County Board of Commissioners
114 Governor Foraker Place
Hillsboro, Ohio 45133

Dear Sirs:

The Highland County Veterans Service Commission, hereafter referred to as H.C.V.S.C., hereby requests travel authorization for the following commission members and staff to attend the Ohio Department of Veterans Services one-day training conference scheduled to convene on Wednesday, March 25, 2009 at the Franklin County Veterans Memorial in Columbus, Ohio: Richard Kisamore, Clarence Alexander, Joe Thompson, Denver Conley, Gary Cropper, Tonya Brown and Martha Little.

Fees for said conference will be \$15 per attendee. There will be no meal reimbursement expenses requested, nor will there be mileage reimbursements, as attendees also request to utilize H.C.V.S.C. van for group transportation to the conference.

The total cost for this travel request is: \$105.00.

Pursuant to Ohio Revised Code §5901.03 (F), it is the duty of the H.C.V.S.C. to promote and provide funding for the ongoing education and training for veterans service commissioners and staff. In addition, as outlined in Ohio Administrative Code §5901, attendees will earn an education credit; thus your cooperation with the granting of this request is greatly appreciated.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Richard A. Kisamore, President
Highland County Veterans Service Commission

Resolution No. 09-75

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Shane Wilkin, Tom Horst, Gary Heaton

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners that the said Board approves the travel of Richard Kisamore, Clarence Alexander, Joe Thompson, Denver Conley, Gary Cropper, Tonya Brown and Martha Little to attend the Ohio Department of Veterans Services, March 25, 2009, at the Franklin County Veterans Memorial in Columbus, Ohio.

Fees for conference is \$105.00

Mr. Heaton seconded the Resolution, and upon the roll call of its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea, Mr. Wilkin: yea.

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 24, 2009

Highland County Board of Commissioners
114 Governor Foraker Place
Hillsboro, Ohio 45133

Dear Sirs:

The Highland County Veterans Service Commission, hereafter referred to as H.C.V.S.C., hereby requests travel authorization for commission members Richard Kisamore, Clarence Alexander, Joe Thompson, Denver Conley and Gary Cropper to attend the Ohio State Association of County Veterans Service Commissioners' Spring Conference on April 3 & 4, 2009 at the Embassy Suites Hotel in Dublin, Ohio.

A \$10.00 registration fee has been assessed, per attendee and members may request mileage reimbursement of approximately \$81.00 each (estimated 180 miles roundtrip @ \$0.45 per mile). Hotel accommodation expenses in the amount of \$127.59 each for an overnight stay on April 3, 2009 and reimbursement for meals at an undeterminable cost, not to exceed the county's established meal reimbursement limit of \$30.00 per day, may also be incurred.

The estimated total cost for this travel request is \$1,124.36 as follows:

Registration fees (5) = \$50.00
Mileage Reimbursement (4) = \$324.00
Hotel Accommodations (4) = \$510.36
Meal Reimbursements (4) = \$240.00

Pursuant to Ohio Revised Code §5901.03 (F), it is the duty of the H.C.V.S.C. to promote and provide funding for the ongoing education and training for veterans service commissioners and staff. In addition, as outlined in Ohio Administrative Code §5901-1-02, veterans service commissioners must earn education credits annually to maintain their certifications; thus your cooperation with the granting of this request is greatly appreciated.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Richard A. Kisamore , President
Highland County Veterans Service Commission

Resolution No. 09-76

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on February 26, 2009 with the following members present:

Shane Wilkin, Tom Horst, Gary Heaton

Mr. Horst moved the adoption of the following:

RESOLUTION

BE IT HEREBY RESOLVED, by the Board of Highland County Commissioners that the said Board approves the travel of Richard Kisamore, Clarence Alexander, Joe Thompson, Denver Conley, and Gary Cropper the Highland County Veterans Service Commission, to attend the Ohio State Association Department of County Veterans Service Commission Spring Conference on April 3 & 4, 2009 in Dublin, Ohio

Cost estimate will be \$1,124.36

Mr. Heaton seconded the Resolution, and upon the roll call of its adoption, the vote resulted as follows:

Mr. Heaton; yea, Mr. Horst; yea, Mr. Wilkin: yea.

Adopted February 26, 2009

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

AGREEMENT

An agreement was entered into by and between the Highland County Board of Commissioners and the Lawrence County Board of Commissioners for community residential services for juveniles. See Contract Binder No. 21-A, Page 7.

LETTER

February 26, 2009

To: USDA Food and Nutrition Service

Re: Support for the Ohio State University Extension's Family Nutrition Program

This letter is to express our support for the Ohio State University Extension's Family and Nutrition program. As we are the agency that administers the Food Stamp Program and deals with economically disadvantage people and families, the Board of Highland County Commissioners think this is an excellent program for helping people maximize their resources to achieve nutritious and sound diets.

By educating families on the preparation of economical and nutritious meals, they will tend to be healthier and will help save dollars in the medical area, which is a large part of our expenditures.

We feel the Family Nutrition Program is a very worthwhile program, and we are in full support of it. If we can be any assistance, please do not hesitate to contact me.

Sincerely,

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio

LETTER

February 25, 2009

To: County Department Heads
From: Debbie Robbins
Re: Public Assistance Recipients

The current economic conditions are causing an increase in the number of people seeking food and cash assistance across Ohio, and Highland County is no exception.

Adults that are receiving Ohio Works First (OWF) cash assistance are required to participate in activities to build work skills. The increased OWF caseloads mean that our existing Work Experience Program (WEP) sites are filled.

This letter is being sent to advise you that county offices can be an excellent work site. Would you be interested in being a WEP site and providing valuable skills to those in need? If so, please contact Darlene Ford, Eligibility/Referral Supervisor, at 393-4278, extension 214 to schedule a time for an information meeting to discuss the program further.

Thank you.

LETTER

February 20, 2009

Dear Deputy Williams:

It is with great regret that I notify you pursuant to Article 13 of the Collective Bargaining Agreement (CBA) between the Highland County Sheriff's Office and the FOP/OLC, Inc. that a reduction in force (lay-offs) are now necessary due to budget reductions at the Highland County Sheriff's Office totaling \$533,000.00 since August, 2008, and most recently a \$202,000.00 cut.

This has resulted in making funds unavailable in the line item to support all positions within the Highland County Sheriff's Office. The reduction in force has affected your job classification in that two cuts in your division were made on February 18, 2009; with those two positions in your division being notified of lay-off on February 19, 2009. This also affected positions in other classifications.

I have been notified by a laid off employee in the Communications' Division that he wished to exercise his right to "bump" to his previous position held in the Corrections' Division. Based upon the language of Article 13 of the CBA, it would appear that this employee has the power to "bump" you from your position in Corrections, thus resulting in this lay-off notice to you.

You may be entitled to exercise your "bumping rights" as outlined in Article 13 of the CBA. You must exercise your right to "bump" by making notice within five days, in writing, to me, stating the available classification you wish to "bump" to. You have the option to convert any earned but unused vacation time, holiday time, personal days, or comp time in which you may have credit, for pay-out. Please contact Deputy Jacquie Barrera regarding this and regarding your COBRA rights afforded to you.

You will be placed on a recall list as described in Article 13 of the CBA for up to two years, as applicable, based upon your tenure. It is my sincere hope that the county's financial situation will improve and that we will then be able to recall some, if not all, employees affected by this reduction in force (lay-off).

Again, I sincerely regret this action, but the budget reductions have left me no other viable option.

Please contact your FOP representative for any clarifications or questions regarding these issues.

Best regards,

Sheriff Ronald D. Ward
Highland County

AUDIT

The Highland County Board of Commissioners received the audit for the Airport.

MEETING

Ms. Colleen Trevis and Jim Hinkel, with Canon Business Solutions, met with the Board of Commissioners to introduce their company which sells and leases copiers and other office equipment. Ms. Trevis asked if she could have permission to meet with other departments and speak on the equipment that they offer and show ways in which the office holders might cut costs. The Board of Commissioners agreed to send emails to all departments.

MEETING

Kate Daily, Treasury Management Sales Officer; Cindy Finley, Vice President Sr. Treasury Management Officer; and Daniel Gilkey, Vice President Public Funds Department, all with Fifth Third Bank, met with the Board of Commissioners as a meet

and greet. Ms. Dailey asks if there were any questions or problems. Commissioner Heaton said the issue the County had last year has been solved and everything is fine. Also attending were Jacqueline Fenner, County Treasurer, and Bill Fawley, County Auditor. The Commissioners thanked them for coming in.

MEETING

Jeremy Shaffer, Mayor of Lynchburg; Michael P. Davis, Project Engineer with Burgess and Niple; and Dave Alpeen, Clinton County Planning, met regarding the Village of Lynchburg Sanitary Service. This would be to update the wastewater plant. Lynchburg would like to include the unincorporated areas of Allensburg and Dodsonville in Dodson Township into the projected sanitary service area for Lynchburg. This would provide justification to Ohio EPA of the wastewater treatment plant expansion currently under design. This plan will be done in two phases. Mayor Shaffer presented the Commissioners with a support letter. Commissioner Heaton said that he would pass this letter to our legal advisor before signing. This was agreed by both sides. The Commissioners thanked all for coming in.

RECESS/RECONVENE

The Board of Commissioners recessed at 11:20 a.m. and reconvened at 1:00 p.m.

MEETING

Mike Copple with Steven's Plumbing in Brown County met with the Board of Commissioners. Mr. Copple said they would like to be put on our bid list. The company does all kinds of maintenance work and Mr. Copple said he will send the Commissioners a letter with all their information. The Commissioners thank him for coming.

MOTION

At 1:30 p.m., Mr. Horst moved to adjourn. Mr. Heaton seconded the motion. The vote resulted as follows:

Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

WHEREUPON, the Board of Highland County Commissioners will meet in Regular Session on Wednesday, March 4, 2009.

Rosalind Newman
Clerk of Board

Shane Wilkin
Thomas Horst
Gary Heaton
Board of Commissioners
Highland County, Ohio