

March 4, 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

Jim Grandey, Highland County Prosecutor, was present for a portion of the meeting.

MOTION

Mr. Horst moved, seconded by Mr. Heaton, to approve payment of Bill File No. 09-08. The vote resulted as follows:

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

The total amount paid was \$108,997.10. The amount paid from the General Fund only was \$36,150.42. A list of all bills paid is on file in the Commissioners' office.

LETTER

February 23, 2009

Shane Wilkin, President

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

Dear Mr. Wilkin:

The City has undertaken an analysis of its financial situation with regard to the cost and upkeep of the Hillsboro Municipal Court at the Justice Center. Despite the direction by Council nearly three years ago to do so, no written agreement between the City and the County has been arrived at for these expenses.

As we were recently unable to informally meet to discuss Justice Center expenses, the City proposes to unilaterally charge Highland County a percentage of 40% for the upkeep of the Municipal Court. The remaining 60% will be charged against the city's initial investment in the Justice Center over and above the actual cost of the construction of the Municipal Court facilities. Once that balance reaches zero the City will pay the County 60% of the 17% associated with the cost of utilities and upkeep for the Municipal Court facilities.

To insure the correct percentage is being used regarding the impact of the Municipal Court on the Justice Center the City is happy to contract with a forensic economist to reevaluate the actual cost percentage. If the County would like to share in the cost, we welcome your input on this selection.

The County's participation on these decisions would be very much appreciated; however, the City judges that it is in the best interest of the citizens of the City of Hillsboro that the above percentages be charged to the county for the equitable distribution of costs associated with the Municipal Court operations and prosecutions originating outside of municipalities. If you have any questions or concerns regarding these matters or would like to meet to discuss contract details please feel free to call my office.

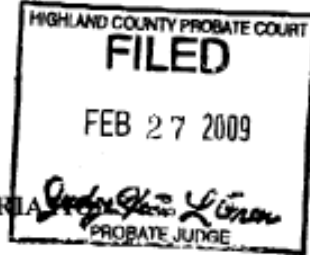
Sincerely,


Dick Zink, Mayor

City of Hillsboro

LETTER

IN THE COURT OF COMMON PLEAS
PROBATE DIVISION
HIGHLAND COUNTY, OHIO



ENTRY ORDERING MODIFICATION TO APPROPRIATION

IT IS HEREBY ORDERED that a modification to the appropriations in the sum of \$1000.00 be added to the line item of Probate Supplies, 0100-A002-D03.040, for postage. The modification to appropriations be taken from the General Fund.

ENTER:

JUDGE KEVIN L. GREER

Journal 40, Page 907

Resolution No. 09-77

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 2, 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 appropriation within the Probate Court budget:

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

To: 0100-A002-D03.040, Supplies, in the amount of \$1,000.00

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 March 2, 2009

Rosalind Newman
Clerk of Board

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

LETTER

February 27, 2009

Highland County Commissioners
114 Governor Foraker Place
Hillsboro, Ohio 45133

Dear Commissioners,

The Board of Elections is requesting a modification in our budget.

To: Part-Time Help: \$1,250.00

Thank you for your attention in this matter.

Respectfully,
Kate Cameron, Director

Resolution No. 09-78

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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, Commissioners Bldgs. & Grnds.

To: 0180-A103-A02.006, Part Time Salary, amount of \$1,250.00

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

Resolution No. 09-79

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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 to appropriation within the Board of Election budget:

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

To: 0180-A403-A09.090, Other Expense, amount of \$100.00

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

LETTER

TO: Highland County Board of Commissioners
FROM: Jeremy Ratcliff
RE: T-1 B Budget Modification
DATE: March 2, 2009

I am requesting to modify the T-18 Community Corrections Act budget as follows:

Establish line 0440-T018-T07.060 Equipment
Appropriate in the amount of \$1,400.00 to 0440-T018-T07.060 Equipment

Please note this budget and all associated expenditures are grant funded and have no relationship to the county general fund.

Thank you for your consideration in this matter.



Jeremy Ratcliff
Chief Probation Officer
Highland County Probation Department

Resolution No. 09-80

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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 authorizes to establish a new line item within the Probation Department budget to be known as 0440-T018-T07.060, Equipment, and

Appropriate
From: Un-appropriated funds,
To: 0440-T018-T07.060, Equipment, the amount of \$1,400.00

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

LETTER

To: Highland County Commissioners
From: Chuck Biggert, Superintendent
Date: March 2, 2009
Re: Request for Appropriation

We would like to request funds to be appropriated from un-appropriated funds into our Storage Building Fund - Other Expense.

	Description	Amount
1020-N020.-N01.090	Other Expense	\$16,500.00

Please call if you have any questions.

Thank you.



Chuck Biggert, Superintendent
Highland County Board of MRDD

Resolution No. 09-81

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on March 4, 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 Storage Building Fund, Other Expense budget:

From: Un-appropriated funds,

To: 1020-N020-N01.090, Other, Expense, amount of \$16,500.00

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

Resolution No. 09-82

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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 modification within the TEC budget:

From: 0010-A004-A07.075, Contracts & Services,

To: 0010-A004-A06.070, Contracts & Repair, amount of \$1,595.00

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

LETTER

March 3, 2009

Highland County Board of Commissioners
119 Governor Foraker Place, Suite 211
Hilisboro, OH 45133

Subject: Request to Create a New Line Item

Dear Highland County Board of Commissioners,

The Highland County Board of Elections is requesting a new line item to be added to our budget. The account will be used to collect donations from area businesses to support the Youth at the Booth program.

I have spoken with Betty and she informed me that the account would be: S54-Youth at the Booth. This account would be an "Other Expense" number: 0654-S054-S01-090. This account will be an ongoing account that will be used with subsequent elections as well as being first used for the May 5, 2009 Special Election. The first order of 40 shirts will be \$270. We are using Timber Lane Sporting Goods to print the shirts. The shirts will have the Youth at the Booth Logo on the front and the names and/or logos of donating businesses on the back.

Respectfully,



Steven R. Witham, Elections Administrator
Highland County Board of Elections

(Letter to Area Businesses from the Board of Elections)

YOUTH AT THE BOOTH PROGRAM

The Highland County Board of Elections has used area high school students to help as poll workers since 2006. The program started out small, but has grown to be very popular. The first election in 2006 we had students from Greenfield and during the November 2008 election we had students from:

Bright Local
Greenfield
Hillsboro
Leesburg
Lynchburg

We are expanding our program and our goal is to have at least one student per precinct in Highland County. We are asking area businesses to donate to help purchase the T-Shirts we will give the students to wear. The front of the shirt has the Youth At the Booth logo and on the back of the shirt we will have the names or logos of the businesses that contribute.

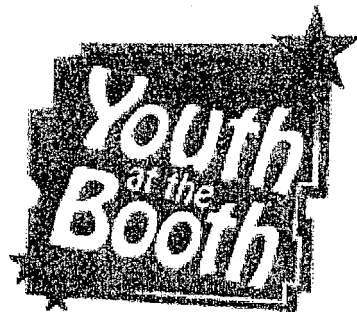
The goal of the program is to encourage the students to participate in the election process as well as provide a valuable learning experience. Our next Election will be Tuesday, May 5, 2009. If you are willing to help with this worthwhile program please contact the Highland County Board of Elections and ask for Steve Witham. This program will be ongoing; but due to graduations, sporting events, and other school related obligations there will be some new students each Election.

If you have questions please feel free to contact our office. Thank you in advance for any help you can provide.

Sincerely,



Steven R. Witham, Elections Administrator
Highland County Board of Elections



Resolution No. 09-83

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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 approve to create a new budget and to be known as Youth at the Booth:

0654-S0540S01.090, Other Expense

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

LETTER

1146 Murtland Road
Lynchburg, Ohio 45142

February 13, 2009

Highland Co. Commissioners
114 Governor Foraker Place
Hillsboro, Ohio 45133

Dear Sirs:

I spoke to Tim Boler last evening and he mentioned

Mr. Clay Barker
4750 State Route 134
Fayetteville, Ohio 45118

Tim felt Clay should be considered for zoning commissioner. Apparently, he has had some experience with development.

Nancy C. Clark
(member of zoning commission)

Resolution No. 09-84

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on March 4, 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 Clay Barker to the Salem

Township Zoning Commission. Effective as of March 1, 2009 and ending February 10, 2010.

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

Resolution No. 09-85

The Highland County Board of Commissioners, Highland County, Ohio, met in Regular Session on March 4, 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 additional appropriation within the Bond Escrow budget:

From: Unappropriated funds

To: 2002-O002-O02.000, Bond Escrow, in the amount of \$22,000

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 March 4, 2009

Rosalind Newman
Clerk of Board

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

MEETING

Dan Cowdrey, Director of Economic Development, met with the Board of Commissioners regarding several items of importance: first to prioritize projects in the County. Also under discussion was the airport budget, Workers Compensation, and the Economic Stimulus Package. The Board thanked Mr. Cowdrey for coming in.

BID OPENING

At 10:00 a.m., sealed bids were received, opened, and read aloud for the County Engineer's Various Paving Projects in the county. In addition to the Board of Commissioners and the Clerk, the following were present for the bid opening: Dean Otworth, Highland County Engineer; Chris Fauber, Highland County Deputy Engineer;

Bill Mason, Miller-Mason Co.; Jim Franke, Cox Paving; and Tom Lambert and Ryan Packer, The Shelly Co. Bids were received as follows:

- | | | |
|----|------------------------------------|--------------|
| 1. | Cox Paving
Leesburg, Ohio | \$978,697.48 |
| 2. | The Shelly Co.
Thornville, Ohio | \$954,294.64 |
| 3. | Miller-Mason
Hillsboro, Ohio | \$898,710.96 |

Bids will be reviewed before an award is made. The Board thanked all for bidding.

MEETING

Gene Rau, McGohan Brabender Employee Benefit Solutions, met with the Board of Commissioners to introduce his company and discuss what they could offer the County in employee health insurance benefits. Commissioner Wilkin said the county was going out for bids and would be glad to let him know. Mr. Rau asked if he could send a sample request for proposal. The Board said that was fine and thanked him for the information.

LETTER

March 4, 2009

Village of Lynchburg
155 South Main Street
Lynchburg, Ohio 45142

Re: Inclusion of Allensburg and Dodsonville into the Lynchburg Sanitary Service Area

Dear Mayor and Council:

Based upon the presentation provided by the Village of Lynchburg at the February 26, 2009 Highland County Board of Commissioners meeting, we understand that the Village would like to include the unincorporated areas of Allensburg and Dodsonville in Dodson Township into the projected sanitary service area for Lynchburg. This request is being made to provide justification to Ohio EPA of the proposed sizing of the wastewater treatment plant expansion currently under design.

From information provided during the presentation, formal planning of the expansion into Highland County will not occur until at least the spring of 2011. At that time, a public meeting will be held to allow residents within the proposed Allensburg and/or Dodsonville service areas to receive information on connecting to the Lynchburg system and voice any concerns over the project. Also, additional issues (collection of future tap fees, surcharges, sewer ownership, etc.) will need to be addressed prior to an Intergovernmental Agreement between Highland County and the Village of Lynchburg being finalized to provide this service. From discussions with the County Health Department, there are currently no reported sewage issues within the Allensburg and Dodsonville service areas. However, several septic systems in the area are nearing the end of their useful life, lot sizes will not allow replacement on-site systems to occur, and soils in the area are not conducive with onsite treatment.

Though firm commitments cannot be made at this time, the Board of Highland County Commissioners does support the Village of Lynchburg in constructing additional treatment capacity at the wastewater treatment plant to service the Allensburg and Dodsonville areas in the future. Currently it appears that connection of the area to the Lynchburg system is the most feasible option open to the County for providing sanitary

sewers. As construction of the proposed expansion is more than five years away, the need of a centralized sewage collection system for the Allensburg and Dodsonville areas may become more apparent at that time. If you have any questions, feel free to contact us.

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

LETTER

TO: Deputies Williams, Gaines, Mahaffey, Adams, and Vickers
FROM: Sheriff Ronald D. Ward
RE: Notice of Re-Call to Opening
DATE: March 3, 2009

Pursuant to Article 13 of the CBA between the Highland County Sheriff's Office and the FOP/OLC, Inc., this is to notify you that due to an unforeseen circumstance since your lay-off notice was issued to you on February 19, 2009, there is now an open position for an employee in the Communications' Division of the Highland County Sheriff's Office.

Please notify me, in writing, within five days of your intentions, should you wish to exercise this re-call notice. (Williams) Please notify me, in writing, within five days of your intentions, should you wish to reclaim your position. (Vickers) This will not affect your standing in re-call order in your former position of Road Patrol Deputy.

Should you have any questions, please feel free to contact me.

Best regards,

Sheriff Ronald D. Ward
Highland County

AGREEMENT

A new agreement for Cleaning Services was received from the Highland County Court, Madison Township Division, for contracted services to clean and maintain the Second Floor of the Greenfield City Hall, which is leased by the County of Highland. The contractor will be paid \$50.00 every two weeks, which is less than the previous agreement. This will help reduce the County Court budget. See Contract Binder 21-A, Page 8.

REPORTS

The following reports were received from the Highland County Sheriff:

Dog Warden Report for February 2009
Credit/Procurement Card Expenditure Report for March 2009
Statement of Expenditures from Sheriff's Allowances for February 2009
Weekly Inmate Count

LETTER

February 26, 2009

Highland County Commissioners

Dear Commissioners,

After our meeting on Monday (February 23, 2009) regarding H.B. 420, we discussed the changes and the appointments to the new Law Library Resource Board. The Board must be in place by July 2009. Per our conversation it was decided that I would send out letters to each appointing authority. We are asking that the appointments be made on or before April 16, 2009, and that a letter of appointment be turned into the library.

Currently, the Board members are William Armintrout, Peter Quance and Kathryn Hapner. The Law Library Board will remain in control until December 31, 2009, at that time all monies and property will be turned over to the Resource Board. The Trustees will then remain on until December 2010 as advisors to the Resource Board. Current Trustees with the exception of Ms. Hapner (she is not currently a resident of Highland County) can be appointed as Resource Board Members as long as they inform the Resource Board of their connection to the Law Library.

Attached is a copy of HB 420 regarding appointment. Thank you for your time. If you have any questions please feel free to reach me in the Library on Thursdays.

Sincerely,



Michelle A. Vanzant-Salyer
Law Librarian

MOTION

At 11:15 a.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 Monday, March 9, 2009.

Rosalind Newman
Clerk of Board

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