

**June 24, 2009**

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

**MOTION**

Mr. Horst moved, seconded by Mr. Wilkin, to approve payment of Bill File No. 09-24. The vote resulted as follows:

Mr. Wilkin, yea, and Mr. Horst, yea.

The total amount paid was \$184,572.46. The amount paid from the General Fund only was \$287,047.29. A list of all bills paid is on file in the Commissioners' office.

**LETTER**

The Board of Commissioners signed a letter of support for pre-application FY2010 funding for the construction of Hobart/Carl Smith Drive.

**MEETING**

Denver Conley, Veterans Service Board member, met with the Board of Commissioners regarding the Annex Building. The Veterans Service has agreed to buy paint and have a design for the front window at the Annex. He asked for permission to go forward with the project because this is a county owned building. The Commissioners gave their approval and thanked Mr. Conley for coming in.

**MEETING**

Tracy Moore and Julie Keegan, State Auditor's Office, met with the Board for an update on the County audit. Also attending were Bill Fawley, County Auditor; Betty Schraw, Deputy Auditor; Jacquie Fenner, County Treasurer; and Patty Bailey, Deputy Treasurer. At 8:47 a.m., Mr. Horst made a motion to leave Regular Session and enter into Executive Session for an audit update. Roll call was answered as follows: Shane Wilkin, yea, and Tom Horst, yea. At 9:05 a.m., the Commissioners returned to Regular Session.

**LETTER**

June 18, 2009

Board of Highland County Commissioners  
Highland County Administration Building  
114 Governor Foraker  
Hillsboro, OH 45133

RE: Highland County Family & Children First Budget

Dear Mr. Heaton:

The Highland County Family & Children First Executive Council requests the following changes to the budget, account #S-024:

1. Move from inappropriate funds to – 0450-S024-S08.075 \$7541.00
2. Move from inappropriate funds to – 0450-S024-S02.090 \$7499.49

Thank you for your time and consideration of this request. The Council appreciates your continued support of our efforts to improve the lives of Highland County children and families.

Sincerely,

Danielle Ratcliff  
Family & Children First Council Coordinator

**Resolution No. 09-197**

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on June 24, 2009 with the following members present:

**Tom 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 authorizing additional appropriation within the Family & Children First Council budget:

From: Un-appropriated funds,

To: 0450-S024-S08.075, Contracts & Services, amount of \$7,541.00  
0450-S024-S02.090, Childrens Trust, amount of \$7,499.49

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

Mr. Horst, yea, and Mr. Wilkin, yea.

Adopted June 24, 2009

Rosalind Newman  
Clerk of Board

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

**LETTER**

June 17, 2009

Highland County Board of Commissioners  
119 Governor Foraker Place  
Hillsboro, OH 45133

RE: 2009 Budget of the Highland County Sheriff's Office  
Sheriff's Donations – Other Expenses, 0632-S032-S01.090

Dear Commissioners:

I hereby request an additional appropriation in the amount of one thousand, five hundred dollars (\$1,500.00) to the line item referenced above, as that is the sum of two donations recently received and paid in to said line item by Rocky Fork Lake Amvets Post No. 61 (\$1,000.00) and Highland County Vet Honor Guard GE (\$500.00). I am attaching copies of the pay-in slips.

*Please note that this request relates to the appropriation, only, and is not a request for*

*additional county funds.*

Should you have any questions or require additional information, please feel free to contact me.

Best regards,

Sheriff Ronald D. Ward

**Resolution No. 09-198**

The Board of County Commissioners of Highland County, Ohio, met in Regular Session on June 24, 2009 with the following members present:

**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 additional appropriation within the Sheriffs Donations budget:

From: Un-appropriated funds,

To: 0632-S032-S01.090, Donations-Other Expenses, amount of \$1,500.00.

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

Mr. Horst; yea and Mr. Wilkin; yea

Adopted June 24, 2009

Rosalind Newman  
Clerk of Board

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

**Resolution 09-199**

(Resolution No. 07-452)

PID No. 82904  
Project No. 09-199 (2009)

**FINAL RESOLUTION**

The following Final Resolution enacted by the Board of County Commissioners, County of Highland, Ohio, hereinafter referred to as the Legislative Authority/Local Public Agency or "LPA", in the matter of the stated described project.

WHEREAS, on 12th day of December 2007, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

**Safety project to upgrade existing guardrail and install new guardrail on County Road 1 A-B (Barrett Mill Road), 3 A (Danville Road), County Road 16 A-D (Petersburg Road), 20 A-B & C (Taylorsville Road), County Road 40 A (Wise Road), County Road 41 A (Webertown Road), County Road 42 A (Oak Grove Road), 51 A-B (Mc Coppin Mill Road), County**

**Road 84 B (Winegar Road) and County Road 90 (Fairfield Road), lying within Highland County.**

WHEREAS, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

**The County has no financial obligation of the improvement except as shown on the construction plans, and further, the County agrees to bear one hundred percent (100%) of the cost of Preliminary Engineering and Right-of-Way, excluding in-house preliminary engineering and Right-of-Way charges incurred by the State.**

**In addition, the County also agrees to assume and bear one hundred percent (100%) of the cost of any construction items requested by the County on the entire improvement, which are not necessary for the improvement, as determined by the State and Federal Highway Administration.**

The share of the cost of the LPA is now estimated in the amount of **Two Thousand and - - - 00/100 Dollars, (\$2,000.00)**, but said estimated amount is to be adjusted in order that the LPA's ultimate share of said improvement shall correspond with said percentages of actual costs when said actual costs are determined; and

WHEREAS, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of the same to this legislative authority; and

WHEREAS, The LPA desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

- I. That the estimated sum, of **Two Thousand and - - - 00/100 Dollars, (\$2,000.00)**, is hereby appropriated for the improvement described above and the fiscal officer is hereby authorized and directed to issue an order on the treasurer for said sum upon the requisition of the Director of Transportation to pay the cost and expense of said improvement. We hereby agree to assume in the first instance, the share of the cost and expense over and above the amount to be paid from **Federal** funds.
- II. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- III. That the LPA enter into a contract with the State, and that County Engineer be, and is hereby authorized to execute said contract, providing for the payment of the LPA the sum of money set forth herein above for improving the described project.
- IV. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the 24<sup>th</sup> day of June, 2009, and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume 42, at Page 294, and under date of June 24, 2009.

Legislative Authority of the  
Board of County Commissioners

SEAL  
(If Applicable)

Shane Wilkin, President

Rosalind Newman, Clerk (Secretary Ex-Officio)

**FISCAL OFFICER'S CERTIFICATE**

(Chapter 5521 and Section 5705.41, Ohio Revised Code)

PID No. 82904

Project No. 09-199 (2009)

I hereby certify to that the money, to wit: \$2,000.00 required for the payment of the cost other than that thereof assumed by the Federal Government, for the improvement of that portion of County Road 16/Variou, more particularly described as follows:

**Safety project to upgrade existing guardrail and install new guardrail on County Road 1 A-B (Barrett Mill Road), 3 A (Danville Road), County Road 16 A-D (Petersburg Road), 20 A-B & C (Taylorsville Road), County Road 40 A (Wise Road), County Road 41 A (Webertown Road), County Road 42 A (Oak Grove Road), 51 A-B (McCoppin Mill Road), County Road 84 B (Winegar Road) and County Road 90 (Fairfield Road), lying within Highland County; and**

has been lawfully appropriated for such purpose and is in the treasury to the credit of, or has been levied, placed on the duplicate and in process of collection for the appropriate fund, and not appropriated for any other purpose; or is being obtained by sale of bonds issued on account of said improvement, which bonds are sold and in process of delivery.

I further certify that this certificate was made, sealed and filed with the legislative authority of Highland County, Ohio, after said legislative authority passed the final resolution in connection with the within described project; and that this certificate was forthwith recorded in the record of the proceedings of said legislative authority, namely:

Legislative Authority's Journal, Volume 42, at Page 295.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal as said fiscal officer, 24<sup>th</sup> day of June, 2009.

(Fiscal Officer's Seal)

(If Applicable)



Fiscal Officer of the  
Board of County Commissioners  
Highland County, Ohio

**CONTRACT**

A contract was entered into by and between the Board of Commissioners and ODOT regarding upgrade existing guardrail and install new guardrail on various county roads. See Contract No. 21-A, Page 52.

**CONTRACT**

A contract was entered into by and between the Board of Commissioners, Highland County Department of Job & Family Services, and FRS Transportation Services for Purchase of Services (Amendment #6). See Contract Binder No. 21-A, Page 53.

**CONTRACT**

A contract was entered into by and between the Board of Commissioners, Highland County Department of Job & Family Services, and Highland County Community Action Organization, Inc., for SSI Case Management Amendment #1 for Purchase of Service. See Contract Binder No. 21-A, Page 54

**CONTRACT**

A contract was entered into by and between the Board of Commissioners, Highland County Department of Job & Family Services, and Workforce Services Unlimited, Inc. for WIA Purchase of Service. See Contract Binder No. 21-A, Page 55.

**MEETING**

Jim Hinkel, Canon Solutions, met with the Board of Commissioners regarding copiers for other county offices. Also attending was Bill Fawley, County Auditor. Commissioner Wilkin explained that this decision is left to each department. Mr. Hinkel will be speaking with Paulette Donley, Clerk of Courts, and Mr. Fawley. Mr. Hinkel thanked the Commissioners for speaking with him.

**MEETING**

Dan Cowdrey, Economic Development Director, met regarding updates within the County. The Board thanked him for the information.

**BUDGET HEARING**

A public hearing was held at 10:00 a.m. for the next succeeding year 2010. The following requests were made:

General Fund	\$ 9,760,210.87
Non-General	\$25,344,531.46

Attending in addition to the Board and the Clerk were Dan Cowdrey, Economic Development Director, and County Auditor, Bill Fawley.

**MEETINGS**

The following Executive Session Meetings were held under ORC121.22(G)(1) to discuss personnel compensation as it relates to insurance rates.

David Brown and Belinda McCallom, Brown/Raybourn, met with the Commissioners to discuss their health insurance proposal. At 10:50 a.m., Mr. Horst moved to enter into Executive Session, seconded by Mr. Wilkin. The vote resulted as follows: Mr. Wilkin, yea, and Mr. Horst, yea. The Board returned to Regular Session at 11:30 a.m.

Rick Patrick, Patrick Benefit Administration, and Russ Newman, Newman Insurance, met with the Board to discuss their health insurance proposal. At 11:37 a.m., Mr. Horst moved to enter into Executive Session, seconded by Mr. Wilkin. The vote resulted as follows: Mr. Wilkin, yea, and Mr. Horst, yea. The Board returned to Regular Session at 12.35 p.m.

**Resolution No. 09-200**

The Board of Highland County Commissioners of Highland County, Ohio met in Regular Session on June 24, 2009 with the following members present:

Shane Wilkin and Thomas Horst.

Mr. Horst moved the adoption of the following:

**RESOLUTION**

**BE IT HEREBY RESOLVED**, by the Board of County Commissioners of Highland County, Ohio, that the said Board authorizes a transfer within Emergency Management budget for payroll:

From: 0077-A015-A15.080, Transfers

To: W075, Emergency Management

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

Mr. Horst, Yea; Shane Wilkin, yea.

Adopted June 24, 2009

Rosalind Newman  
Clerk of Board

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

**Resolution No. 09-201**

The Board of Highland County Commissioners of Highland County, Ohio met in Regular Session on June 24, 2009 with the following members present:

Shane Wilkin and Thomas Horst.

Mr. Horst moved the adoption of the following:

**RESOLUTION**

**BE IT HEREBY RESOLVED**, by the Board of County Commissioners of Highland County, Ohio, that the said Board authorizes to establish a new budget to be known as N-23, Babington Sewer, Capital Improvement and line item 1023-N023-N01.090, Other Expense and appropriate the amount of \$14,200.00.

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

Mr. Horst, Yea; Shane Wilkin, yea.

Adopted June 24, 2009

Rosalind Newman

Shane Wilkin  
Thomas Horst  
Gary Heaton - Absent

**Resolution No. 09-202**

The Board of Highland County Commissioners of Highland County, Ohio met in Regular Session on June 24, 2009 with the following members present:

Shane Wilkin and Thomas Horst.

Mr. Horst moved the adoption of the following:

**RESOLUTION**

BE IT HEREBY RESOLVED, by the Board of County Commissioners of Highland County, Ohio, that the said Board authorizes to establish a new budget to be known as O-23, Babington Sewer Debt Retirement.

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

Mr. Horst, Yea; Shane Wilkin, yea.

Adopted June 24, 2009

Rosalind Newman

Shane Wilkin  
Thomas Horst  
Gary Heaton - Absent

**RECESS/RECONVENE**

The Board of Commissioners recessed at 12:40 p.m. and reconvened at 1:00 p.m.

**MEETING**

The following Executive Session Meeting was held under ORC121.22(G)(1) to discuss personnel compensation as it relates to insurance rates.

Susan Walker and Michelle Stedam, Aon Consulting, met with the Commissioners to discuss their health insurance proposal. At 1:15 p.m., Mr. Horst moved to enter into Executive Session, seconded by Mr. Wilkin. The vote resulted as follows: Mr. Wilkin, yea, and Mr. Horst, yea. The Board returned to Regular Session at 2:05 p.m.

**MEETING**

Doug Wagoner, Wagoner Insurance, met with the Board of Commissioners to express his appreciation of the Board's consideration of his health insurance proposal.

**REPORTS**

The Board of Commissioners received the following reports:

Board of Health meeting minutes for March, April, and May of 2009.

Weekly Inmate Count from Sheriff Ward

SCORJDC (South Central Ohio Regional Juvenile Detention Center) board minutes for May 2009.

**CONTRACT**

A contract was entered into by and between the Board of Commissioners and Ohio Department of Transportation (ODOT) for Reconstruction of County Road (Sylph Road) including replacement of existing steel beam bridge over Clear Creek. See Contract Binder No. 21-A, Page 56.

**Resolution No. 09-203**

(Resolution No. 07-449)

PID No. 80744

Project No. 09-203 (2009)

**FINAL RESOLUTION**

The following Final Resolution enacted by the Board of County Commissioners, Highland County, hereinafter referred to as the Legislative Authority/Local Public Agency (LPA), in the matter of the stated described project.

**WHEREAS**, on **12th day of December 2007**, the LPA enacted legislation proposing cooperation with the Director of Transportation for the described project:

**Reconstruction of 0.18 miles of County Road 79 (Selph Road) including replacement of existing steel beam bridge over Clear Creek with a prestressed concrete box beam bridge and intersection improvements, lying within Highland County.**

**WHEREAS**, the LPA shall cooperate with the Director of Transportation in the above described project as follows:

**The County agrees to assume and bear the entire cost and expenses of the improvement, less the amount of Federal-aid CEAO funds and OPWC funds set aside by the Director of Transportation of the State of Ohio for the financing of this improvement from funds allocated by the Federal Highway Administration, U.S. Department of Transportation, and further, the County agrees to bear one hundred percent (100%) of the cost of the following items:**

1. Preliminary Engineering, excluding in-house preliminary engineering charges incurred by the State.
2. Right of Way

In view of the fact that the LPA's share of the project is now estimated in the amount of **One Hundred Ninety One Thousand Eight Hundred Forty and --- 00/100 Dollars (\$191,840.00) less OPWC funds applied in the amount of One Hundred Ninety One Thousand Eight Hundred Forty and - - - - 00/100 Dollars (\$191,840.00.00) leaving a balance due in the amount of Zero and - - - - 00/100 Dollars (\$0.00)** therefore, the County will not be required to deposit any funds at this time. The LPA's ultimate share of the cost will be determined when final actual costs and allocations are determined.

**WHEREAS**, The Director of Transportation has approved said legislation proposing cooperation and has caused to be made plans and specifications and an estimate of cost and expense for improving the above described highway and has transmitted copies of same to this legislative authority; and

**WHEREAS**, this legislative authority desires the Director of Transportation to proceed with the aforesaid highway improvement.

NOW, THEREFORE, be it resolved:

- I. That the LPA hereby requests the Director of Transportation to proceed with the aforesaid highway improvement.
- II. That the LPA enter into a contract with the State, and that President be, and is hereby authorized to execute said contract for improving the described project.
- III. That the LPA transmit to the Director of Transportation a fully executed copy of this Resolution.

This is to certify that we have compared the foregoing copy of Resolution with the original record thereof, found in the record of the proceedings of the LPA, and which Resolution was duly passed by the LPA on the 24<sup>th</sup> day of June, 2009 and that the same is a true and correct copy of the record of said Resolution and the action of said LPA thereon.

We further certify that said Resolution and the action of said LPA thereon is recorded in the journal of said LPA in Volume 42, at Page 299, and under date of June 24<sup>th</sup>, 2009.

SEAL  
(If Applicable)

Legislative Authority of the  
Board of County Commissioners  
Shane Wilkin, President

Rosalind Newman, Clerk (Secretary Ex-Officio)

### **RECESS**

The Board of Commissioners recessed at 2:50 p.m. and reconvened at 10:00 a.m. on Thursday, June 25, 2009. Mr. Wilkin and Mr. Heaton were present. Mr. Horst was absent.

### **MOTION**

Mr. Heaton moved, seconded by Mr. Wilkin, to retain Brown/Raybourn as the County's health insurance broker and authorize said broker to negotiate with Medical Mutual of Ohio for the best rates. The vote resulted as follows:

Mr. Wilkin, yea, and Mr. Heaton, yea.

### **MOTION**

At 10:10 a.m., Mr. Wilkin moved to adjourn. Mr. Heaton seconded the motion. The vote resulted as follows:

Mr. Wilkin, yea, and Mr. Heaton, yea.

**WHEREUPON**, the Board of Highland County Commissioners will meet in Regular Session on Wednesday, July 1, 2009.

Rosalind Newman  
Clerk of Board

Shane Wilkin  
Thomas Horst – Absent Thursday  
Gary Heaton - Absent Wednesday  
Board of Commissioners  
Highland County, Ohio