

May 19, 2010

The Board of County Commissioners, Highland County, Ohio, met this day in Regular Session with Shane Wilkin, Thomas Horst, and Gary Heaton present. Mr. Wilkin called the meeting to order at 8:35 a.m. The minutes of the previous session were approved as written. All documents referenced in the minutes are filed in the Commissioners' office and are available for review upon request.

NOTE Rory Ryan, Highland Press, was present for the meeting, and Jim Grandey was present for a portion of the meeting.

MOTION Mr. Horst moved, seconded by Mr. Heaton, to approve payment of Bill File No. 10-19. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea. The total amount paid was \$366,889.04. The amount paid from the General Fund only was \$97,589.93. A list of all bills paid is on file in the Commissioners' office.

LETTER The Highland County Board of Commissioners signed a letter to be distributed to all residents of Highland County asking for their support in completing the 2010 Census.

LETTER The Highland County Board of Commissioners received a letter from the Sheriff requesting an additional appropriation to the budget.

RESOLUTION NO. 10-142 Mr. Horst moved, seconded by Mr. Heaton, to authorize an additional appropriation to the Sheriff's budget, Employee Salaries, in the amount of \$8,733.68. Additional funds are from the 2009 JAG LE Grant. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

RESOLUTION NO. 10-143 Mr. Horst moved, seconded by Mr. Heaton, to authorize a modification to the Rolling Acres Sewer budget (P-00), Repairs to Services, in the amount of \$1,000.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

LETTER The Highland County Board of Commissioners received a letter from J&FS requesting a mandated distribution of Child Support funds to Public Assistance.

RESOLUTION NO. 10-144 Mr. Horst moved, seconded by Mr. Heaton, to authorize the April mandated distribution of Child Support Enforcement Agency Administrative Account funds (C-45) to the Public Assistance Account (H-00), in the amount of \$10,792.79. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

RESOLUTION NO. 10-145 Mr. Horst moved, seconded by Mr. Heaton, to comply with Fair Housing Laws and provide equal housing opportunity in Highland County. This resolution is included in the FY10 CDBG Grant application. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

RESOLUTION NO. 10-146 Mr. Horst moved, seconded by Mr. Heaton, to adopt a plan for "Residential Anti-Displacement and Relocation Assistance" in Highland County. This resolution is included in the FY10 CDBG Grant application. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

RESOLUTION NO. 10-147 Mr. Horst moved, seconded by Mr. Heaton, to authorize and direct the president of the County Board of Commissioners to submit an application to the Ohio Department of Development for the Community Development Block Grant. This resolution is included in the FY10 CDBG Grant application. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

LETTER The Highland County Board of Commissioners received a letter from Help Me Grow requesting a budget modification.

RESOLUTION NO. 10-148 Mr. Horst moved, seconded by Mr. Heaton, to authorize a modification to the Help Me Grow budget (S-60), adding various line-items for State Audit purposes; and authorize a modification, Salary Employees to Salary Employees, ARRA Stimulus, in the amount of \$13,426.00. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

DISCUSSION The Board of Commissioners asked Jim Grandey, Prosecutor, if Soil and Water were responsible to pay for their own unemployment costs. Mr. Grandey said that legally they could be held responsible for the costs if they had the money. He suggested that the Auditor speak with Soil & Water about the matter.

The Board will talk to the Solid Waste District regarding the Highland County Outreach Specialist position before publishing an advertisement for the position.

Mr. Wilkin met with Clinton County Job & Family Services to research the benefits of merging Children Services with Job & Family Services. It is a benefit to have all social services available from one location.

The Board approved a request from Highland County Job & Family Services to place an information kiosk in the lobby of the Training & Employment Center but only if no major modifications to the building are required.

REPORTS The Highland County Board of Commissioners received the following reports:

Sheriff – April Inmate Telephone Revenues (\$1,704.94)
Juvenile Court – April Cash Receipts

AMENDMENT The Highland County Board of Commissioners signed Amendment No. 2 for a contract dated June 17, 2009 between J&FS and Children Services for Purchase of Service reducing the contract amount by \$85,000 due to reduced TANF funds. See Contract Binder 22, Page 31.

LETTER OF INTENT The Board of Commissioners signed a Letter of Intent to facilitate the execution of a TANF Summer Youth contract between J&FS and Workforce Services, Unlimited, for the period of 5/19/10 to 8/31/10. See Contract Binder 22, Page 32.

CONTRACT The Highland County Board of Commissioners signed a contract with Heather Gibson for the Project Director/Part-Time Service Coordinator for Help Me Grow from June 20, 2010 to June 30, 2011. See Contract Binder 22, Page 33.

MEETING Dan Cowdrey, Highland County Airport, met with the Board of Commissioners regarding the availability of \$100,000 of Federal Aviation Administration (FAA) funds for proposed improvements at the County Airport. The FAA funds ninety-five percent of airport improvement projects and requires a cash match for five-percent, which is \$5,000.00 for the proposed project. The FAA will reimburse the County for airport audit costs from a previous project and that money can be used for the cash match. The projects proposed are tree removal, red marker lights on hangars, and crack repair on the runway. Mr. Cowdrey will present a written proposal to the Board.

Mr. Cowdrey also informed the Board that he will provide Heskett Insurance with the paperwork they require to process the claim on the tractor that burned last year. The copier from the Economic Development Office was moved to the Airport. The Commissioners paid the maintenance lease on the copier when it was used for Economic Development but will not continue to pay for it at the Airport. Mr. Cowdrey will bring the Economic Development files to the Commissioners' office.

MEETING Jim Grandey, Prosecutor, and Bill Fawley, Auditor, were present for a Records Retention meeting. Commissioner Wilkin's presence, as President of the Board of Commissioners, gave the meeting a quorum.

MOTION Mr. Grandey moved, seconded by Mr. Fawley, to approve the Auditor’s records retention list and submit the list to the state. The vote resulted as follows: Mr. Wilkin, yea; Mr. Fawley, yea; and Mr. Grandey, yea. Mr. Fawley moved, seconded by Mr. Grandey, to approve the Treasurer’s records retention list and submit the list to the state. The vote resulted as follows: Mr. Wilkin, yea; Mr. Fawley, yea; and Mr. Grandey, yea.

INVESTMENT ADVISORY MEETING Vickie Warnock, Treasurer; Bill Fawley, Auditor; and Jim Grandey, Prosecutor, met with the Board of Commissioners for the second Investment Advisory Meeting of 2010. Mr. Wilkin, as President of the Board, was also present. Except for the checking account money, all investment funds are in Fifth Third securities. A suggestion was made to move a portion of the investment money to Certificate of Deposits (CDs) to earn a slightly better interest rate. In March 2010 a 13 month CD earned approximately 1.15% to 1.29%. Ms. Warnock will apply for the STAR OHIO program which earns interest but is treated like a savings account with no penalty for removing your money at any time.

MOTION Mr. Grandey moved, seconded by Mr. Fawley, to give Ms. Warnock the authority to investigate rates and programs to move money from the investment fund to CDs and determine the process for moving the funds. The committee will meet again on May 26, 2010 at 9:00 for an update. The vote resulted as follows: Mr. Grandey, yea; Mr. Fawley, yea; Ms. Warnock, yea; and Mr. Wilkin, yea.

MEETING Bill Fawley, Auditor, met with the Board of Commissioners to choose a claims administrator to manage Workers’ Compensation. Mr. Fawley is pleased with the current management company, Comp Management, and advised the Board to retain Comp Management.

MOTION Mr. Horst, moved, seconded by Mr. Heaton, to retain the services of Comp Management as the Workers’ Compensation claims administrator for Highland County. The vote resulted as follows: Mr. Wilkin, yea; Mr. Horst, yea; and Mr. Heaton, yea.

PROCLAMATION The Board of Commissioners proclaimed May 16 – May 22, 2010, as Emergency Medical Services Week with the theme “EMS: Anytime, Anywhere, We’ll Be There.” The following were present for the reading of the proclamation: Danny McBee, Chief EMTB; Karen McBee, EMTB; David James, Asst. Chief EMTB; Scott Miller, EMT; Erica Hurless, EMS County Coordinator; and Chuck A. Hamilton, Asst. Chief Paint Creek JEFD. Mr. Hamilton updated the Board on the new Paint EMS district and the Board expressed their appreciation to all EMS volunteers for the great job they do.

RESOLUTION/AGREEMENT The Board of Commissioners signed a resolution prepared by the Highland Soil & Water Conservation District (SWCD) for the purpose of covering the unemployment liabilities for Highland SWCD employees. See Contract Binder 22, Page 34.

MOTION At 10:30 a.m., Mr. Horst moved, seconded by Mr. Heaton, to adjourn. 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, May 26, 2010.







Clerk of Board



Board of County Commissioners
Highland County, Ohio