



MELANIE F. WILT

SASHA L. RITTENHOUSE

LOWELL R. MCGLOTHIN

---

3130 East Main Street, Springfield, OH 45503 | Phone: 937.521.2005 | Email: [commission@clarkcountyohio.gov](mailto:commission@clarkcountyohio.gov)

# Commission Meeting Agenda

## January 10, 2024

8:30 A.M. Informal Session

10:00 A.M. Formal Session

Call to Order President of County Commission  
Resolution 2024-0021

Pledge to the flag

Approve minutes of the last meeting and dispense with reading of same.

*Review/Action:*

Matters before the Board and Departmental Requests: See attached motions

Staff Notes:

8:30 2024 Utilities Rates Presentation – Chuck Bauer  
Review Agenda  
County Administrator/Strategic Plan Updates  
Public Information Officer/Calendar/Event Updates  
9:00 Executive Session to Discuss Imminent Litigation  
9:30 Executive Session to Discuss Security Matters  
10:00 Luminary Awards  
Formal Session

**Connections. Communities. Opportunities.**

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0022**  
**B&GC file**

**Authorize Contract with  
Buckeye Power Sales**

Commissioner \_\_\_\_ moved, per the request of the Buildings and Grounds Director, to authorize a contract with:

**Organization Name:** Buckeye Power Sales  
**Organization Address:** 4992 Rialto Road, West Chester, Ohio 45069  
**In the amount of:** \$17,940.00  
**Funding Source(s):** General Fund  
**Purpose:** Generator maintenance and materials  
**Effective Dates:** February 1, 2024 through January 31, 2025

Further, move to authorize the County Administrator to execute the contract and related documents, including the purchase order.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0024**  
**JFSC file**

**Authorize Subgrant Agreement with  
CareStar, Inc.**

Commissioner \_\_\_\_ moved, per the request of Department of Job and Family Services Director, to authorize a subgrant agreement with:

**Organization Name:** CareStar, Inc.  
**Organization Address:** 5566 Cheviot Road, Cincinnati, Ohio 45247  
**In the amount of:** \$451,950.76  
**Funding Source(s):** TANF 93.558, ESSA 93.556, Title XX, Children’s Services Levy  
**Purpose:** To provide coordination services to children and families to prevent children from formally entering the child welfare system, to prevent out-of-home placements, to assist in timely reunification when a child is placed out of the home, and/or prevent a placement disruption.  
**Effective Dates:** January 10, 2024 through December 31, 2025

Further, move to authorize the County Administrator to execute the subgrant agreement and related documents, including the purchase order.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0025**  
**SHRC file**

**Authorize the Fire and EMS Dispatching Contract with  
Bethel and Moorefield Townships**

Commissioner \_\_\_\_ moved, per the request of the Sheriff's Office, to authorize a contract(s) with:

**Organization Name:** Bethel Township  
**Organization Address:** 3333 Lake Road, Medway, Ohio 45341  
**Original Contract:** \$46,898.00 (income)  
**Effective Dates:** January 1, 2024 through December 31, 2024

**Organization Name:** Moorefield Township  
**Organization Address:** 1616 Moorefield Road, Springfield, Ohio 45503  
**Original Contract:** \$45,218.00 (income)  
**Effective Dates:** January 1, 2024 through December 31, 2024

Further, move to authorize the County Administrator to execute the contract and related documents.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

Copy: County Auditor  
County Administrator  
Requesting Departments

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0026**  
**CDDG file**

**Accept Grant Agreement with  
Lead Safe Ohio Program**

Commissioner \_\_\_\_ moved, per the request of the Community and Economic Development Director, to accept the following:

**Grant:** Lead Safe Ohio Program – County Allocation for Construction Activities  
**Grantor:** Ohio Department of Development  
**Amount Funding:** \$1,274,000.00  
**Purpose:** Construction activities for homes, congregate care settings, and childcare facilities built before 1978, with an emphasis on work with low to moderate income populations. Funds will be utilized for lead safe renovation, lead abatement and mitigation activities, and purchase of equipment such as XRF analyzers and HEPA-vacs. Funds will also be utilized for Lead Safe Ohio program administration.  
**Effective Dates:** December 1, 2023 through April 30, 2026

Further, move to authorize the County Administrator to execute the grant and related documents.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0027**  
**EMAG file**

**Authorize Grant Submission to  
Ohio Emergency Management Agency**

Commissioner \_\_\_\_ moved, per the request of the Emergency Management Agency Director, to authorize grant submission of the following:

<b>Grant:</b>	Emergency Management Performance Grant
<b>Grantor:</b>	Ohio Emergency Management Agency
<b>Funding Amount:</b>	\$78,139.00
<b>Purpose:</b>	Provide EMA services to Clark County
<b>Grant Effective Dates:</b>	October 1, 2022 through December 31, 2024

Further, move to authorize the County Administrator to execute the grant submission and related documents.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0028**  
**EMAG file**

**Accept Grant Agreement with  
Ohio Emergency Management Agency**

Commissioner \_\_\_\_ moved, per the request of the Emergency Management Agency Director, to accept the following:

**Grant:** Emergency Management Performance Grant  
**Grantor:** Ohio Emergency Management Agency  
**Amount Funding:** \$78,139.00  
**Purpose:** Provide EMA services to Clark County  
**Effective Dates:** October 1, 2022 through December 31, 2024

Further, move to authorize the County Administrator to execute the grant and related documents.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0029  
COMP file**

**Approve Payment #4 to  
Becker Construction, Inc.**

Commissioner \_\_\_\_ moved to approve the following payment #4:

**Payment to:** Becker Construction, Inc.  
**Address:** 525 Gargrave Road Dayton, Ohio 45449-5401  
**Services:** Payment #4 General Contract  
**Project:** Clark County Courthouse Temporary Space Project  
**Funding Source(s):** Permanent Improvement  
**Amount:** \$356,481.72  
**Retainage Held By:** Park National Bank  
**Retainage:** \$ 12,027.28 (Retainage withheld to date \$52,280.00)

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)



The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0030**  
**PRSR file**

**Acknowledge 2023 Furtherance of Justice Account Annual Report from County Prosecutor**

Commissioner \_\_\_\_ moved to acknowledge receipt of the 2023 Furtherance of Justice Account annual report from the County Prosecutor.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
County Engineer

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0031**  
**TRSR file**

**Acknowledge Treasurer's Investment Report**

Commissioner \_\_\_\_ moved to acknowledge the receipt of the Treasurer's December 31, 2023 Investment Report.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0032**  
**UTLR file**

**Acknowledge Report and Accept  
Water and Sewer Rates for 2024**

Commissioner \_\_\_\_ moved, per request of the County Administrator, to acknowledge the report from the Utilities Director that proposes water and sewer rate changes for 2024. See attached rate tables.

Further, move to direct staff to implement the sewer rate changes and charges and amend the Clark County Water and Sewer Regulations to reflect the adjusted rates.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0033**

**TRAV file**

**Approve Travel/Expense Allowance**

Commissioner \_\_\_\_ moved, per the request of the following Department Director(s) or Elected Official(s) to approve the following travel allowances:

<b>Dept.</b>	<b>Name</b>	<b>Purpose</b>	<b>Place</b>	<b>Date</b>	<b>Cost</b>
Various	Various Staff	Various Mtgs./Trngs.	Various	CY 2024	\$0.00

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0034**

**TRAV file**

**Approve Travel/Expense Allowance**

Commissioner \_\_\_\_ moved, per the request of the following Department Director(s) or Elected Official(s), to approve the following travel allowances:

<b>Dept.</b>	<b>Name</b>	<b>Purpose</b>	<b>Place</b>	<b>Date</b>	<b>Cost</b>
Comm. Dev.	D. Lackovich- VanGorp	OCCD Winter Mtg.	Virtual	1/24-26/24	\$20.00
Solid Waste	B. Martens	OALPRP Mtg.	Newark, OH	1/30-31/24	\$35.00

Further, move reimbursements shall comply with all requirements of the Travel Policy as adopted in the Personnel Manual and/or Office Policy.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0035  
COMO file**

**Designation of Commissioners and Staff to  
Serve on Various Boards and Committees**

Commissioner \_\_\_\_ moved to approve of the following appointments:

9-1-1 Committee	Sasha L. Rittenhouse
Area Agency on Aging – Region 2	DJFS Designee
Audit Review Committee	Melanie F. Wilt, Jennifer Hutchinson
Board of Revisions	Melanie F. Wilt
Clark County Emergency Food and Shelter Board (FEMA)	Lowell R. McGlothlin
Clark County Land Reutilization Corp	Melanie F. Wilt, Lowell R. McGlothlin
Community Improvement Corporation	Sasha L. Rittenhouse, Lowell R. McGlothlin
County Planning (Statutory)	Sasha L. Rittenhouse, Melanie F. Wilt, Lowell R. McGlothlin
County Records Commission	Lowell R. McGlothlin, Angela Wheeler
Criminal Justice Council	Melanie F. Wilt, Jennifer Hutchinson
Data Processing Board	Melanie F. Wilt, Jennifer Hutchinson
Family & Children First Council	Sasha L. Rittenhouse Melanie F. Wilt (Alternate)
Fair Housing	Sasha L. Rittenhouse, Community Development Staff (Alternate)
Investment Advisory Board	Sasha L. Rittenhouse, Lowell R. McGlothlin
Job Readiness	Melanie F. Wilt
Keep Clark County Beautiful	Michael Cooper for Melanie F. Wilt
OhioMeansJobs	Lowell R. McGlothlin
Reentry Coalition Executive Committee	Sasha L. Rittenhouse
Solid Waste Management Policy Committee	Jennifer Hutchinson for Melanie F. Wilt

Transportation Coordinating Committee

Lowell R. McGlothin,  
Melanie F. Wilt (Alternate)

Clark County Law Enforcement Advisory Team (CCLEAT)

Melanie F. Wilt,  
Sasha L. Rittenhouse (Alternate)

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of January 10, 2024.

Angela Wheeler, Clerk

Copy: County Auditor  
County Administrator  
Requesting Departments

The Board of County Commissioners, in and for Clark County, Ohio, met this 10<sup>th</sup> day of January, 2024 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

---

**Resolution 2024-0036**  
**COMO file**

**Authorize and Reaffirm Duties of the County Administrator**

Commissioner \_\_\_\_ moved to approve the following:

This resolution supersedes all previous resolutions pertaining to the powers and duties of the County Administrator, including but not limited to Resolutions 569-00, 2011-0009, 2013-0180, 2013-0692, and 2022-0108 (and to include personnel actions related to the County Administrator). The County Administrator has all the powers and duties outlined in the Ohio Revised Code Section 315.30. Further, the County Administrator shall be authorized to contract, including the authorization of purchase orders, up to a limit of \$74,999 (and to include the 3% annual adjustment each year beginning January 1, 2025) per contract or purchase order. Said contracts and purchase orders shall be subject to the requirements of Ohio Revised Code Section 307.86 and shall include any and all types of contracts.

Further, authorize the County administrator to allow and pay all claims for goods received and services rendered, provided the county department receiving those goods and services certified their receipt before the County Administrator allows the claim.

Further, designate the County Administrator as the Chief Executive for the purpose of executing all contracts referenced in this resolution and all other contracts authorized by resolution of the Board of County Commissioners.

Further, grant powers to the County Administrator, including, but not limited to, those set forth in Ohio Revised Code Section 305.30. "County Administrator" shall include the succession of those duties authorized by the Board during the absence of the County Administrator. In the event of the County Administrator's absence, the Assistant County Administrator/Human Resources Director shall act on behalf of the County Administrator (as referenced in Resolution 2017-0436), pursuant to Ohio Revised Code 305.29 and 305.30. Additionally, the Utilities Department and Solid Waste District Director shall become the Acting County Administrator, and is authorized to act on behalf of the County Administrator or Acting County Administrator, in the absence of both (as referenced in Resolution 2017-0437), pursuant to Ohio Revised Code 305.29 and 305.30.

Further, pursuant to Ohio Revised Code Section 305.30(K), in the event the Board of County Commissioners has not met in informal or formal session in the last eight (8) days, the County Administrator shall have the following additional powers and shall retain those powers until the Board of County Commissioners meets again in either informal or formal session:

- The County Administrator is entitled to perform any duties incumbent upon the Board of County Commissioners pursuant to Ohio law.

In order for a meeting to qualify for purposes of this Resolution, a quorum of County Commissioners must participate in the meeting.

Further, authorize the County Administrator to perform all personnel functions, conferred or incumbent upon the Board of County Commissioners under Ohio Revised Code, Chapter 124 or any other chapter or section of the Ohio Revised Code (ORC) or Ohio Administrative Code (OAC), and all personnel functions designated by the Clark County Personnel Policy Manual as a function of the Appointing Authority where the Appointing Authority or Co-Appointing Authority is the Board of County Commissioners.



Personnel functions include but are not limited to appointment, collective bargaining tentative agreements, compensation (as it relates to hiring, demotion, and promotion), demotion, disciplinary action, job abolishment, layoff, leave of absence, organizational structure, promotion, reassignment, reclassification, suspension, transfer, reduction, reinstatement, resignation, retirement, authorizing and negotiating separation agreements of up to \$100,000, and termination. Department-wide or countywide cost of living adjustments shall be determined by the Board.

Further, the Board of Clark County Commissioners is authorized to confer upon the County Administrator the authority to carry out functions of the Board of County Commissioners in the event of a disaster or emergency, provided that the Board, by resolution, has delegated the specific functions to the County Administrator; and,

**Whereas**, the disaster means any imminent threat or actual occurrence of widespread or severe damage to or loss of property, personal hardship or injury, or loss of life that results from any natural phenomenon or act of man; and,

**Whereas**, an emergency means any period during which the United State Congress or chief executive (as defined in ORC 5502.21(C)) has declared or proclaimed an emergency exists; and,

**Whereas**, the Board of County Commissioners desires to grant the authority to the County Administrator to perform functions conferred or incumbent upon the Board in the event of such a disaster or emergency.

**Now, Therefore, Be it Resolved by the Board of Commissioners, Clark County, Ohio:**

1. That the County Administrator is hereby authorized to carry out the functions conferred or incumbent upon the Board of County Commissioners in a disaster or emergency situation, including, but not limited to, those outlined below, except to the extent that this delegation is prohibited by law:
  - To activate the Emergency Management Agency.
  - To authorize the utilization of all resources and personnel of the Board of County Commissioners to respond to the disaster or emergency. The County Administrator shall coordinate the response of resources and personnel of the Board of County Commissioners with the resources and personnel from other elected County officials, other boards and commissioners of the County, and the response from other local, state, and federal agencies.
  - To exempt purchases from the competitive bidding process provided one of the following applies:
    - The purchase is for less than \$125,000, but more than \$75,000, and the County Administrator has obtained not less than three (3) informal estimates from persons who could perform the contract. The records of the names of each estimate solicited shall be kept for not less than on (1) year.
    - There is an actual physical disaster to structures, radio communications equipment, or computers, regardless of costs.
  - To make requests for aid with neighboring jurisdictions.
  - To designate other County staff members to act on his/her behalf.
2. That the County Administrator shall, at the next meeting of the Board of County Commissioners, report to the Board of County Commissioners:
  - The reasons necessary for declaring a disaster or that real or present emergency exists.
  - All actions taken by the County Administrator.
  - All contracts let without competitive bidding and the reasons for letting the contracts; and,
  - All mutual aid rendered to or given by the employees of the Board.
3. That the report of the County Administrator shall be entered into the Minutes of the Board of County Commissioners by the Board's Clerk.

4. That the authority of the County Administrator to act under this Resolution for any particular disaster or emergency shall end at the next meeting of the Board of County Commissioners when the County Administrator's report is entered into the Board of County Commissioners' Minutes, unless the Board of County Commissioners adopts a Resolution authorizing the continued exercise of emergency authority under Ohio Revised Code 305.30 for the particular emergency.
5. That after the declaration of an emergency, the County Administrator be, and hereby is, authorized and directed to take those actions as necessary and appropriate, including the delegation of administrative and ministerial functions among responsible staff to assure proper implementation of exercising this authority.

Commissioner \_\_\_\_ seconded the motion and the roll being called for its passage, the vote resulted as follows:

Commissioner McGlothin, Commissioner Rittenhouse, Commissioner Wilt,

---

I, Angela Wheeler, Clerk to the Board of County Commissioners, do hereby certify that the above is a true and correct copy of a motion as recorded in the Journal of the Clark County Commissioners, under the date of, January 10, 2024.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Elected Officials  
Commission Department Directors  
Assistant County Administrator