



MELANIE F. WILT

SASHA L. RITTENHOUSE

LOWELL R. MCGLOTHIN

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

## Commission Meeting Agenda

### April 5, 2023

8:30 A.M. Informal Session

10:00 A.M. Formal Session

Call to Order President of County Commission  
Resolution 2023-0246

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 Proclamation for National County Government Month  
Review Agenda  
County Administrator/Strategic Plan Updates  
PIO/Calendar/Event Updates  
10:00 Formal Session

**Connections. Communities. Opportunities.**

The Board of County Commissioners, in and for Clark County, Ohio, met this 5<sup>th</sup> day of April, 2023 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

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**Resolution 2023-0247**  
**B&GC file**

**Authorize Contract with  
Nature's Own Landscaping**

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

**Organization Name:** Nature's Own Landscaping  
**Organization Address:** 1744 Pembroke Road, Springfield, Ohio 45504  
**In the amount of:** \$28,708.00  
**Funding Source(s):** General  
**Purpose:** 2023 Landscaping Services  
**Effective Dates:** April 5, 2023

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,

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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 April 5, 2023.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

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Lowell R. McGlothlin

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**Resolution 2023-0248**  
**COMC file**

**Authorize Change Order #2 with Arcon Builders, Ltd.  
for Clark County Fair Board Office**

Commissioner \_\_\_\_ moved, per the request of the County Administrator, to authorize change order #2 with:

|                              |  |
|------------------------------|--|
| <b>Organization Name:</b>    | Clark County Fair Board Office   |
| <b>Organization Address:</b> | 4401 South Charleston Pike, Springfield, OH 45505                        |
| <b>Original Contract:</b>    | \$934,250.00   |
| <b>Previous Changes:</b>     | \$ 1,524.00  |
| <b>This Change:</b>          | \$ 1,856.00  |
| <b>New Contract Total:</b>   | \$937,630.00   |
| <b>Funding Source(s):</b>    | ARPA   |
| <b>Reason for Change:</b>    | For four (4) “W2” lights to back doors and relocate two (2) “W1” lights. |

Further move to authorize the County Administrator to execute the change order 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,

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Angela Wheeler, Clerk

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Lowell R. McGlothlin

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**Resolution 2023-0249**  
**ENG C file**

**Resolution Authorizing Participation  
in the ODOT Road Salt Contracts Awarded in 2023**

Commissioner \_\_\_\_ moved, per request of the County Engineer, to authorize participation in the ODOT Winter Fill Contract (018-24) for road salt.

**WHEREAS**, the Board of Clark County Commissioners, Clark County, Ohio (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and,
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and,
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees to hold the Department of Transportation harmless for any claims, actions, expenses, or other damages arising out of the Political Subdivision’s participation in the road salt contract; and,
- d. The Political Subdivision’s electronic order for **2,000 tons** of Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and,
- e. The Political Subdivision hereby agrees to purchase a minimum of 90% of its electronically submitted salt quantities from its awarded salt supplier during the contract’s effective period; and,
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and,
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than **Monday, May 1, 2023, by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: [Contracts.Purchasing@dot.ohio.gov](mailto:Contracts.Purchasing@dot.ohio.gov) by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

**NOW, THEREFORE**, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

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

\_\_\_\_\_  
Jennifer Hutchinson, County Administrator

(Authorized Signature)

April 5, 2023  
Approval Date

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

Commissioner McGlothin, Commissioner Rittenhouse, Commissioner Wilt,

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Angela Wheeler, Clerk

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County Administrator  
Requesting Department(s)

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Melanie F. Wilt

Sasha L. Rittenhouse

Lowell R. McGlothlin

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**Resolution 2023-0250**  
**ISDC file**

**Authorize Contract Amendment #1 with  
Brown Enterprise Solutions**

Commissioner \_\_\_\_ moved, per the request of the Information Systems Director, to authorize contract amendment #1 with:

**Organization Name:** Brown Enterprise Solutions  
**Organization Address:** 5935 Wilcox Place, Suite E, Dublin, Ohio 43016  
**Original Contract Amount:** \$70,402.00  
**Amendment Amount:** \$ 3,500.00  
**New Contract Amount:** \$73,902.00  
**Funding Source(s):** Permanent Improvement  
**Purpose of Amendment:** To resolve an incorrect order of VMware vSphere 8 Essentials that should have been VMware vSphere 8 Essentials Plus  
**Purpose of Contract:** Hardware to setup replacement Citrix Environment able to support County, City, Townships and other outlying agencies  
**Amendment Effective Date:** April 5, 2023  
**Original Effective Date:** December 28, 2022

Further move to authorize the County Administrator to execute the contract amendment 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,

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Lowell R. McGlothlin

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**Resolution 2023-0251**  
**JFSC file**

**Authorize Contract Amendment #1 with  
Dr. Lauren Kaplan, Psy.D.**

Commissioner \_\_\_\_ moved, per the request of the Department of Job and Family Services Director, to authorize contract amendment #1 with:

|                                  |   |
|----------------------------------|---|
| <b>Organization Name:</b>        | Dr. Lauren Kaplan, Psy.D.   |
| <b>Organization Address:</b>     | 3941 Elmwood Avenue, Louisville, Kentucky 40207   |
| <b>Original Contract:</b>        | \$20,000.00   |
| <b>Amendment Amount:</b>         | \$ 0.00   |
| <b>New Contract Amount:</b>      | \$20,000.00   |
| <b>Funding Source(s):</b>        | Levy Dollars, Title IV-E, ESSA Funds  |
| <b>Purpose of Amendment:</b>     | To add language regarding key personnel as Dr. Kaplan is hiring two employees that will be conducting assessments for Family and Children Services. |
| <b>Purpose of Contract:</b>      | To provide psychological services for children in the care and custody of the Department as well as adult family members and caregivers.            |
| <b>Amendment Effective Date:</b> | April 5, 2023 through June 29, 2023   |
| <b>Original Effective Date:</b>  | June 30, 2022 through June 29, 2023   |

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

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

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County Administrator  
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Lowell R. McGlothlin

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**Resolution 2023-0252  
DWAG file**

**Authorize Grant Acceptance  
From The Ohio Pet Fund**

Commissioner \_\_\_\_ moved, per the request of the Clark County Dog Warden, to accept the following:

**Grant:** Ohio Pet Fund Grant  
**Grantor:** The Ohio Pet Fund  
**Amount Funding:** \$2,500.00  
**Purpose:** Spay and neuter surgeries  
**Effective Dates:** January 1, 2023 through December 31, 2023

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:

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County Administrator  
Requesting Department(s)



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Lowell R. McGlothlin

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**Resolution 2023-0253  
COMP file**

**Approve Payment #4 to  
Arcon Builders, Ltd.**

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

**Payment to:** Arcon Builders, Ltd.  
**Address:** 7284 Alternate State Route 49, Arcanum, Ohio 45304  
**Services:** Payment #4 General Contract  
**Project:** Fair Board Office Building  
**Funding Source(s):** ARPA/Standard Allowance  
**Amount:** \$243,140.04  
**Retainage Held By:** Park National Bank  
**Retainage:** \$5,434.96 (Retainage withheld to date \$37,430.96)

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

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copy: County Auditor  
County Administrator  
Budget Analyst

The Board of County Commissioners, in and for Clark County, Ohio, met this 5<sup>th</sup> day of April, 2023 in regular session, pursuant to adjournment, in accordance with Section 121.22 O.R.C. (Sunshine Law), with the following members present, viz:

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**Resolution 2023-0254**  
**INVS file**

**Authorize Disposal of Obsolete Equipment**

Commissioner \_\_\_\_ moved, per the request of the Department of Job and Family Services Director, to donate the below listed vehicles to TAC Industries, Inc., for the RidesPlus Program, per Ohio Revised Code §307.12(D):

| <b><u>Description</u></b> | <b><u>VIN/Serial #</u></b> |
|---------------------------|----------------------------|
| 2019 Dodge Grand Caravan  | 2C4RDGCG9KR735839          |
| 2019 Dodge Grand Caravan  | 2C4RDGCG6KR772119          |
| 2015 Dodge Grand Caravan  | 2C4RDGBG4FR508680          |
| 2019 Dodge Grand Caravan  | 2C4RDGCG7KR753546          |
| 2019 Dodge Grand Caravan  | 2C4RDGCGXKR759275          |

Further the Board finds this property no longer needed for county use.

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

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Sasha L. Rittenhouse

Lowell R. McGlothlin

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**Resolution 2023-0255**  
**INVS file**

**Authorize Disposal of Obsolete Equipment**

Commissioner \_\_\_\_ moved, per the request of the Department of Job and Family Services Director, to donate the below listed vehicles to The Veterans Service Commission, per Ohio Revised Code §307.12(D):

| <u>Description</u>       | <u>VIN/Serial #</u> |
|--------------------------|---------------------|
| 2019 Dodge Grand Caravan | 2C4RDGCG9KR775208   |
| 2019 Dodge Grand Caravan | 2C4RDGCG9KR773166   |

Further the Board finds this property no longer needed for county use.

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

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**Resolution 2023-0256**  
**Replaces Resolution 2022-0628**  
**INVP file**

**Authorize Purchase of Equipment for the  
Clark County Engineer's Office**

Commissioner \_\_\_\_ moved, per the request of the County Engineer, to authorize the purchase of a John Deere 6110M Cab Tractor from the Kenn-Feld Group, LLC for a cost of \$81,891.85, to be paid from the MV&GT Fund. This purchase is necessary to replace equipment. The equipment will be purchased through ODOT Cooperative Purchasing Contract 207-22.

Further move to authorize the County Administrator to execute the purchase 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:

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**Resolution 2023-0257**  
**INVP/S file**

**Authorize Purchase of Vehicle(s) and Disposal of Obsolete Vehicle  
for the Clark County Sheriff's Office**

Commissioner \_\_\_\_ moved, per the request of the Clark County Sheriff's Office, to authorize the purchase of a 2023 Chevrolet Tahoe for a cost of \$31,557.00 from Ganley Chevrolet in Aurora, Ohio to be paid from the Drug Asset Fund. This purchase is necessary due to needing a vehicle with more cargo space. Further move to allow trade-in of 2018 Honda Civic (VIN #19XFC2F78JE020166) as part of the purchase transaction as the equipment is obsolete and no longer needed for County use, pursuant to Ohio Revised Code §307.12(G). The trade in allowance for the 2018 Honda is \$13,500.00.

Further move to authorize the County Administrator to execute the purchase 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:

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Sasha L. Rittenhouse

Lowell R. McGlothlin

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**Resolution 2023-0258**

**INVP file**

**Authorize Purchase of Equipment and Disposal of Obsolete Equipment  
for the Utilities Department**

Commissioner \_\_\_\_ moved, per the request of the Utilities Director, to authorize the purchase of two (2) John Deere Z930M ZTrak mowers and the trade-in of two (2) 2008 Grasshopper 322D mowers (\$5,000 trade-in value) from Koenig Equipment, Inc., 5695 County Road 25A, Tipp City, Ohio, for a cost of \$16,844.68 (net with trade-ins) to be paid from general Water and Sewer Funds. This purchase is necessary due to replacement of aging equipment. The trade-in is pursuant to Ohio Revised Code §307.12(G).

Further move to authorize the County Administrator to execute the purchase 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:

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Sasha L. Rittenhouse

Lowell R. McGlothlin

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**Resolution 2023-0259**  
**FINF file**

**Authorize Intra-Fund Transfer(s)**

Commissioner \_\_\_\_ moved, upon the recommendation of the County Administrator, to authorize the following Intra-Fund Transfer(s):

| <b>From</b>            |                      |               | <b>To</b>         |                      |               |
|------------------------|----------------------|---------------|-------------------|----------------------|---------------|
| <b>Department</b>      | <b>Expense Acct.</b> | <b>Amount</b> | <b>Department</b> | <b>Expense Acct.</b> | <b>Amount</b> |
| Fund: DJFS (Fund 2000) |                      |               |                   |                      |               |
| DJFS                   | Pers. & Fringes      | \$20,000.00   | DJFS              | Operating Exp.       | \$20,000.00   |

Reason: Transfer needed to cover emergency repair of collapsed sewer line.

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

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Sasha L. Rittenhouse

Lowell R. McGlothlin

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**Resolution 2023-0260**  
**FINI file**

**Authorize Inter-fund Transfer(s)**

Commissioner \_\_\_\_ moved, upon the recommendation of the County Administrator, to authorize the following Inter-Fund Transfer(s):

| <b>Transfer From</b>              | <b>Amount</b> | <b>Transfer To</b>                        | <b>Amount</b> |
|-----------------------------------|---------------|---|---------------|
| Water District<br>5010-610-850000 | \$964,000.00  | Sewer District Reserve<br>5120-610-540000 | \$964,000.00  |

Reason: Transfer of budget funds into Sewer CIP fund.

|                                   |              |   |              |
|-----------------------------------|--------------|---|--------------|
| Water District<br>5510-610-850000 | \$451,000.00 | Water District Reserve<br>5520-610-540000 | \$451,000.00 |
|-----------------------------------|--------------|---|--------------|

Reason: Transfer of budgeted funds into Water CIP fund.

|                                   |              |   |              |
|-----------------------------------|--------------|---|--------------|
| Water District<br>5510-610-850000 | \$ 28,000.00 | Water District Reserve<br>5520-610-540000 | \$ 28,000.00 |
|-----------------------------------|--------------|---|--------------|

Reason: Transfer of budgeted funds into Water CIP fund for payment of Lawrenceville debt to North Hampton.

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

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Lowell R. McGlothlin

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**Resolution 2023-0261**  
**FINT file**

**Approve Issuance of Warrants for Then and Now(s)**

Commissioner \_\_\_\_ moved, upon the recommendation of the County Administrator, to approve the issuance of warrants for then and now(s) are as follows:

| <b>P.O. Number</b>   | <b>Fund</b>           | <b>Vendor</b>     | <b>Date</b> | <b>Purchase Amount</b> |
|--|-----------------------|-------------------|-------------|------------------------|
| 220023835  | Court (Juv.)          | Propio            | 8/3/21      | \$ 70.00               |
| Reason: Sign Language Services on August 12, 2021. Invoice received February, 2023.                  |                       |                   |             |                        |
| 220023835  | Court (Juv.)          | Propio            | 10/31/21    | \$ 70.00               |
| Reason: Sign Language Services on October 21, 2021. Invoice received February, 2023.                 |                       |                   |             |                        |
| 220023835  | Court (Juv.)          | Propio            | 11/17/21    | \$ 55.00               |
| Reason: Interpreter Services on November 1, 2021. Invoice received February, 2023.                   |                       |                   |             |                        |
| 220023835  | Court (Juv.)          | Propio            | 8/31/21     | \$ 32.90               |
| Reason: Interpreter Services on August 30, 2021. Invoice received February, 2023.                    |                       |                   |             |                        |
| 220023835  | Court (Juv.)          | Propio            | 8/31/21     | \$ 12.10               |
| Reason: Interpreter Services on August 30, 2021. Invoice received February, 2023.                    |                       |                   |             |                        |
| 230027109  | Gen. (Treasurer)      | ABS Money Systems | 3/13/23     | \$ 320.00              |
| Reason: New purchase order created to properly pay lease equipment from new lease equipment account. |                       |                   |             |                        |
| 230027042  | Other Exp. (Veterans) | Mansfield Oil     | 2/1-28/23   | \$ 295.06              |
| Reason: Gas for vehicles. No reserve in place at time of bill.                                       |                       |                   |             |                        |
| 220025520  | Public Assist. (JFS)  | Propio            | 9/30/22     | \$ 5,175.90            |
| Reason: Sign Language and Telephone Interpretation Services for September 2022.                      |                       |                   |             |                        |
| 230026282  | PCSA (JFS)            | Clark State       | 11/28/22    | \$ 6,699.78            |
| Reason: Project Jericho expenses not yet on purchase order.  |                       |                   |             |                        |
| 230026282  | PCSA (JFS)            | Clark State       | 11/28/22    | \$13,876.86            |
| Reason: Vendor submitted invoice for October 2022 in January 2023 for Project Jericho.               |                       |                   |             |                        |

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

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

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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 April 5, 2023.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)

The Board of County Commissioners, in and for Clark County, Ohio, met this 5<sup>th</sup> day of April, 2023 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

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**Resolution 2023-0262**

**TRAV file**

**Approve Travel/Expense Allowance**

Commissioner \_\_\_\_ moved, per 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.   | A. Pequignot             | Fair Housing Training      | Online       | 4/24-25/23  | \$ 50.00    |
| Comm. Dev.   | D. Lackovich-<br>VanGorp | Ohio Housing Conf.         | Online       | 4/28/23     | \$ 75.00    |
| JFS          | J. Powell                | Hope for the Journey Conf. | Dayton, OH   | 5/5-6/23    | \$105.00    |
| Juv. Ct.     | T. Sullivan              | Opiate & Other Drugs Conf. | Columbus, OH | 6/5-6/23    | \$440.00    |
| Juv. Ct.     | E. Adams                 | Opiate & Other Drugs Conf. | Columbus, OH | 6/5-6/23    | \$400.00    |

Further move reimbursements shall comply with all requirements of the Travel Policy as adopted in the Personnel Manual.

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

Commissioner McGlothlin, Commissioner Rittenhouse, Commissioner Wilt,

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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 April 5, 2023.

Angela Wheeler, Clerk

copy: County Auditor  
County Administrator  
Requesting Department(s)