

The Board of Clark County Commissioners met in regular session pursuant to adjournment in accordance with Section 121.22 O.R.C. (Sunshine Law) in the Commission Chambers, 3130 East Main Street, Springfield, Ohio.

The following members and guests were present: Commissioner Melanie F. Wilt; Commissioner Lowell R. McGlothin; Commissioner Sasha L. Rittenhouse; Jennifer Hutchinson, County Administrator; Michelle Noble, Assistant County Administrator/Human Resources Director; Angela Wheeler, Commission Clerk; Theresa Cox, Administrative Assistant; Michael Cooper, Public Information Officer; Tom O'Neal and Ron Coss, Veterans Service Commission; PJ Reilly, Congressman Mike Carey's Office; Michelle Clements-Pitstick and Dave Perks, Emergency Management Agency; Ethan Harris and J. Alex Dietz, Community and Economic Development; Chris Clark, formerly with the Clark County Sheriff's Department; Sydney Dawes, Springfield News-Sun; Hana Woodson, Arya Woodson and Sarah Wiegel.

Commissioner Wilt called the meeting to order and introductions were made.

Theresa Cox was asked to introduce herself. She said she will be working in the Commission Office and that she came from Job and Family Services, Child Support Enforcement Agency. She has been with the County for two (2) years.

*Presentation:*

Commissioner Wilt said the Commissioners have a Proclamation for Emergency Management Agency (EMA) for Spring Severe Weather Week.

Ms. Clements-Pitstick said there is a statewide tornado alert today at 9:50 a.m. It is by participation only. Jurisdictions that choose to set off tornado warning alarms will do so.

Ms. Clements-Pitstick said EMA is currently trying to get Hyper Reach out to everyone and make it better known. It is for emergency weather notification. They are boosting registration for Hyper Reach. Anyone who registers by Friday at noon will be in a drawing to receive a NOAA Weather radio. Residents have to opt in to receive the notification. EMA can push notifications to cell phones but that is in extreme situations. She said to go to the county website to register. Mr. Cooper told where residence could go on the County website for the story. Residents can choose text, phone call or email notifications. He said to be prepared for a multitude of notifications besides the weather.

Ms. Clements-Pitstick said it is good to have an emergency kit for emergencies that will cover at least 72 hours. Include items in the kit for pets and medical needs.

Commissioner Wilt said she truly appreciates people who run toward those situations instead of away from them and thanked EMA for constantly being there. Commissioner Rittenhouse thanked EMA and said they always do a great job but especially over the past few weeks. Commissioner McGlothin agreed with the other Commissioners.

The Commissioners presented the Sever Spring Weather Proclamation to EMA.

*Agenda Review:*

Ms. Hutchinson reviewed the agenda.

Resolution 2023-0199 authorized a memorandum of understand (MOU) between Clark County Agricultural Society and the Board of Clark County Commissioners for capital improvements (lighting and safety/barn improvements at the Clark County Fairgrounds).

Resolution 2023-0200 authorized contract with Dalton Protection Inc. on behalf of the Buildings and Grounds Director for re-caulking of the east window wall of Municipal Court due to leaking.

Resolution 2023-0201 authorized change order #9 with Armcorp. This is for the Home Road project to include spray foam insulation.

Resolution 2023-0202 authorized change order #10 with Armcorp to extend substantial completion date for the Gym Building. The substantial completion date is moving from February 28 to March 31.

Commissioner Wilt said she called the CEO at Armcorp, but spoke to someone named Jason, to check in on the injured employees. The employees have significant burns. Commissioner Wilt said the County could possibly have some flexibility or understanding regarding the completion date.

Ms. Hutchinson said the project meeting is not taking place this week. There was damage to two buildings. The County is working plans out with Armcorp's insurance company. A structural engineer will be called out to one of the buildings before any more work can be done on that building. Commissioner Wilt asked if the contract called for certain insurances. Ms. Hutchinson said yes, the County does require specific insurance from the contractor to protect the County from liability.

Resolution 2023-0203 authorized change order #11 with Armcorp. This is for doorjamb stabilization in the Gym Building.

Resolution 2023-0204 authorized contract with BI Incorporated, on behalf of the Common Pleas Court, for home arrest monitoring and equipment.

Resolution 2023-0205 authorize contract with Bowser Morner, Inc., on behalf of the County Engineer, for construction testing and lab services.

Resolution 2023-0206 authorized contract with Clark County Common Pleas Court, Domestic Relations Division, on behalf of the Department of Job and Family Services Director, for IV-D court services. This contract is to reimburse costs to the court.

Resolution 2023-0207 authorized contract with Clark County Common Pleas Court, Juvenile Division, on behalf of the Department of Job and Family Services Director, for IV-D court services. This contract is to reimburse costs to the court.

Resolution 2023-0208 authorized contract amendment #1 with Family and Youth Initiatives, on behalf of the Department of Job and Family Services, to modify an outcome in the subgrant. This is a zero dollar amendment.

Resolution 2023-0209 authorized contract amendment #2, on behalf of the Department of Job and Family Services Director, to extend the contract for one additional year for inspections, maintenance and services.

Resolution 2023-0210 authorized contract amendment #1 with TAC Industries, on behalf of the Department of Job and Family Services, to add language regarding the fixed assets transferred from Travel Specialties.

Resolution 2023-0211 established Health Savings Account (HSA) Guidelines, which replaces Resolution 2020-0260. There are two (2) changes - #5 now able to modify contributions quarterly and #8 you must establish an account for the HSA, if no account is established, the employee forfeits the contribution. Ms. Noble said the paperwork is provided to employees, but employees need to fill it out.

Resolution 2023-0212 authorized contract with Software Solutions, Inc. on behalf of the Utilities Director, for their billing software update.

Resolution 2023-0213 authorized contract with Best Version Media, on behalf of the Veterans Service Commission, for monthly ads in Springfield Living.

Resolution 2023-0214 authorized allocation of Local Assistance and Tribal Consistency Fund (LATCF) toward the Blight Elimination Program Project with the Clark County Land Reutilization Corporation (CCLRC). \$50,000 for two years. The first phase is for Blight Elimination.

Resolution 2023-0215 awarded grant to Clark County Land Reutilization Corporation (CCLRC) for Blight Elimination.

Resolution 2023-0216 approved appointments for various roles and boards.

Resolution 2023-0217 authorized appointment of Acting Commission Clerk. This is to authorize Ms. Cox to act as Deputy Clerk.

Resolution 2023-0218 authorized amended certificate #2 and appropriated funds. This typically happens when the County receives a grant.

Resolution 2023-0219 approved supplemental appropriations. This is for West Central Correctional Facility.

Resolution 2023-0220 approved issuance of warrant for then and now.

Resolution 2023-0221 approved travel and expense allowances.

Resolution 2023-0222 set date and time for Public Hearing for Rezoning Case Z-2023-02 filed by Nathan J. and Amanda M. Stuckey. The hearing will be held on April 12.

*Commissioner Updates:*

Commissioner McGlothin asked Mr. Dietz or Mr. Harris to discuss Mike Willets that was at New Carlisle Rotary. Mr. Dietz discussed what Mr. Willets has accomplished. Mr. Cooper mentioned he knows him as Doc Mike Willets. He is currently the Athletic Trainer at Ohio Valley Surgical Center. He is a fantastic trainer and a great person.

Commissioner Wilt said Mr. Willets was also the trainer for the Kings.

Chris Clark was in the audience. Commissioner Wilt thanked Mr. Clark for the 26 years of service in the Sheriff's Department. She said the County will miss the day-to-day interaction with Mr. Clark. She said the 9-1-1 Center would not have gotten where it is now if he had not been here.

*County Administrator Updates:*

Ms. Hutchinson said the DDC luncheon is today. She said there are nine (9) county employees attending.

She said the Dog Warden had a hoarding case of at least 50 dogs. The Sheriff's Office and humane agent got involved.

Commissioner Wilt briefed everyone on the Clerk of Court situation regarding floor space that is not being completely utilized. The Commissioners had asked the Clerk if she would allow space for the Reentry Department. The conversation has not been going well. It has been the typical back and forth challenge. They are going to meet Monday afternoon to discuss the situation. Commissioner Wilt said that every time the Commissioners try to communicate with Ms. Tuttle they get back a list of grievances from years ago. Commissioner Wilt said it does not seem like the Commissioners can ever make progress there. Commissioner McGlothlin said Commissioner Wilt does a great job. Commissioner Wilt said she is not going to go back and forth on things that were decided several years ago. The goal is to use the space afforded to us in the County. The County does not have a place for Reentry to go. The Commissioners had identified that space as the best place for the Reentry Department due to security and location.

Commissioner Rittenhouse thanks Commissioner Wilt for the work she has put into the situation.

Ms. Hutchinson said the County has received a response on the vans that came back to the County from Travel Specialties. She said other departments can use them, but those departments may have to reimburse Job and Family Services because it is a different funding stream. That question has been submitted to the State and they have not responded yet.

*Calendar Review:*

Commissioner McGlothlin mentioned the DDC Luncheon today at the Courtyard.

Commissioner Wilt is going to the township meeting tomorrow night. Next week is the pinwheel planting and the Land Bank Meeting.

*Audience Comments:*

Mr. Coss said Saturday is National Vietnam Veterans Day.

Mr. Cooper said electric aggregation opt out program is going on now until April 7. Dynegey is sending out notifications in Mad River Township. This is a different program than the County's program. Residents who live in Mad River Township need to opt out through the Township.

Mr. Cooper said it is Great American Cleanup time and groups can sign up now.

Clark County Job Fair is March 29 at Hollenbeck Bayley Conference Center, where more than 60 employers have signed up. The County will be there to fill their open positions.

Mr. O'Neal asked why there is no flag on the A.B. Graham Building. Commissioner Wilt said it would be looked into.

Ms. Clements-Pitstick thanked the Commissioners for acknowledging Mr. Clark's service with the County. He is an EMA volunteer now and will be making an impact on the community through the EMA Department.

Commissioner Rittenhouse moved to go into Executive Session to discuss Purchase or Sale of Property. Commissioner McGlothlin seconded the motion. The roll being called for passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

The following were present for the Executive Session: Commissioner Wilt, Commissioner Rittenhouse, Commissioner McGlothlin, Jennifer Hutchinson, Michelle Noble, Ethan Harris, and J. Alex Dietz.

Following the Executive Session, Commissioner Wilt re-opened the meeting to Public Session.

Commissioner Wilt recessed until 10:00 a.m.

Call to Order, Commission President Wilt

Resolution 2023-0198

Following the pledge, Commissioner Rittenhouse moved to approve the minutes of the last meeting and dispense with the reading of the same. Commissioner McGlothlin seconded the motion. The roll being called for passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

Commissioner Rittenhouse moved to approve the agenda in its entirety with the exception of 2023-0210. Commissioner McGlothlin seconded the motion. The role being called for passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

Commissioner Rittenhouse move to approve resolution 2023-0210. Commissioner McGlothlin seconded the motion. The role being called for passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Abstain

Sandi Click, the Clark County Dog Warden, welcomed Arya Woodson. Ms. Click said Ms. Woodson is a very generous young lady. She said the Dog Shelter is grateful for all donations received. She said not many donations are received from children. In the past, Miss Woodson donated \$100 and this year she donated \$150 from her birthday. Ms. Click said one of the Dog Warden Officers, Tyler, took it upon himself to have something made for Miss Woodson. Tyler is sick and could not be here today. Ms. Click presented Miss Woodson with a plaque in recognition of her donation to the Dog Shelter. She also presented her with a basket of goodies. Ms. Click said the money goes to a good cause.

Commissioner Wilt asked Miss Woodson to tell everyone about herself. Miss Woodson said her dog's name is Loki and she got him from the shelter. Miss Woodson said she already has a ton of stuff so she wanted to donate to the Dog Shelter. She is eight (8) years old. Commissioner Wilt said she has known Miss Woodson's family for a long time and everyone in the family has a generous spirit.

John Gomez, 2320 Equestrian Drive, Miamisburg. He said he is the new Southwest Region Liaison with the State Treasurer's Office. He is still learning everything but if the County needs anything, please contact him. Commissioner Wilt said she appreciates him being here.

**Resolution 2023-0199**  
**AGRA file**

**Authorize Memorandum of Understanding (MOU) Between  
Clark County Agricultural Society and the Board of Clark County Commissioners**

Commissioner Rittenhouse moved to authorize the following MOU:

**MOU with:** The Clark County Agricultural Society and The Board of Clark County Commissioners  
**In the amount of:** \$90,000.00  
**Funding Source:** General Fund

**Purpose:** Capital Improvement – lighting improvements and safety/barn improvements at the Clark County Fairgrounds  
**Effective Date(s):** March 22, 2023 through December 31, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0200**  
**B&GC file**

**Authorize Contract with Dalton Protection Inc.**

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

**Organization Name:** Dalton Protection Inc.  
**Organization Address:** 101 West Main Street, Medway, Ohio 45341  
**In the amount of:** \$38,720.00  
**Funding Source(s):** General  
**Purpose:** Re-caulking of east window wall of Municipal Court to repair and prevent leaks  
**Effective Dates:** March 1, 2023

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

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

Commissioner Rittenhouse, Yes; Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Resolution 2023-0201**  
**BJFC file**

**Authorize Change Order #9 with Armcorp Construction, Inc. for Clark County Family Services Home Road Complex Renovations**

Commissioner Rittenhouse moved, per the request of the County Administrator, to authorize change order #9 with:

**Organization Name:** Armcorp Construction, Inc.  
**Organization Address:** 9511 State Route 703, Celina, Ohio 45822  
**Original Contract:** \$4,460,000.00  
**This Change:** \$ 12,532.49  
**Previous Changes:** \$ 159,253.40  
**New Contract Total:** \$4,631,785.89  
**Funding Source(s):** Permanent Improvement

**Reason for Change:** Provide spray foam insulation above the newly reconstructed sloped Gym Building ceilings.

Further move to authorize the County Administrator to execute the change order, including the purchase order.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0202**  
**BJFC file**

**Authorize Change Order #10 with Armcorp Construction, Inc.  
for Clark County Family Services Home Road Complex Renovations**

Commissioner Rittenhouse moved, per the request of the County Administrator, to authorize change order #10 with:

<b>Organization Name:</b>	Armcorp Construction, Inc.
<b>Organization Address:</b>	9511 State Route 703, Celina, Ohio 45822
<b>Original Contract:</b>	\$4,460,000.00
<b>This Change:</b>	\$ 0.00
<b>Previous Changes:</b>	\$ 171,785.89
<b>New Contract Total:</b>	\$4,631,785.89
<b>Funding Source(s):</b>	Permanent Improvement
<b>Reason for Change:</b>	To extend Substantial Completion Date for Gym Building only from February 28, 2023 to March 31, 2023. Final Contract Completion Date for Gym Building will be revised to April 14, 2023. Substantial Completion date will remain February 28, 2023 for the site work and Training Building work. Gym Building time extension granted due to manufacturer's delay for Gym Building windows.

Further move to authorize the County Administrator to execute the change order, including the purchase order.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0203**  
**BJFC file**

**Authorize Change Order #11 with Armcorp Construction, Inc.  
for Clark County Family Services Home Road Complex Renovations**

Commissioner Rittenhouse moved, per the request of the County Administrator, to authorize change order #11 with:

<b>Organization Name:</b>	Armcorp Construction, Inc.
<b>Organization Address:</b>	9511 State Route 703, Celina, Ohio 45822
<b>Original Contract:</b>	\$4,460,000.00
<b>This Change:</b>	\$ 12,170.30
<b>Previous Changes:</b>	\$ 171,785.89

**New Contract Total:** \$4,643,956.19  
**Funding Source(s):** Permanent Improvement  
**Reason for Change:** Provide poured concrete jamb stabilization at ten (10) Gym Building door openings to provide anchoring method for new door frames.

Further move to authorize the County Administrator to execute the change order, including the purchase order.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0204**  
**CPCC file**

**Authorize Contract with  
 BI Incorporated**

Commissioner Rittenhouse moved, per the request of the Common Pleas Court, to authorize a contract with:

**Organization Name:** BI Incorporated  
**Organization Address:** 6265 Gunbarrel Avenue, Suite B, Boulder, Colorado 80301  
**In the amount of:** \$45,000.00  
**Funding Source(s):** Home Arrest Monitoring  
**Purpose:** Monitoring services and equipment used by the probation department for those individuals placed on electronic monitoring  
**Effective Dates:** March 22, 2023 through March 21, 2024

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0205**  
**ENG file**

**Authorize Contract with  
 Bowser Morner, Inc.**

Commissioner Rittenhouse moved, per the request of County Engineer, to authorize a contract with:

**Organization Name:** Bowser Morner, Inc.  
**Organization Address:** 4518 Taylorsville Road, Dayton, Ohio 45401  
**In the amount of:** \$47,500.00  
**Funding Source(s):** MV&GT (Local)  
**Purpose:** Construction phase geotechnical observation, testing, and laboratory services  
**Effective Dates:** March 22, 2023

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



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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0206**  
**JFSC file**

**Authorize Contract with  
Clark County Common Pleas Court, Domestic Relations Division**

Commissioner Rittenhouse moved, per the request of the Department of Job and Family Services Director, to authorize a contract with:

**Organization Name:** Clark County Common Pleas Court, Domestic Relations Division  
**Organization Address:** 101 North Limestone Street, Springfield, Ohio 45502  
**In the amount of:** \$85,922.60  
**Funding Source(s):** IV-D Federal Child Support/State Match  
**Purpose:** IV-D work by the Magistrate and staff, including Child Support Orders, Medical Orders, adoption of administrative findings, and other related work.  
**Effective Dates:** January 1, 2023 through December 31, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0207**  
**JFSC file**

**Authorize Contract with  
Clark County Common Pleas Court, Juvenile Division**

Commissioner Rittenhouse moved, per the request of the Department of Job and Family Services Director, to authorize a contract with:

**Organization Name:** Clark County Common Pleas Court, Juvenile Division  
**Organization Address:** 101 East Columbia Street, Springfield, Ohio 45502  
**In the amount of:** \$289,955.59  
**Funding Source(s):** IV-D Federal Child Support/State Match  
**Purpose:** Services that provide for the implementation and adjudication of IV-D child support cases.  
**Effective Dates:** January 1, 2023 through December 31, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0208**  
**JFSC file**

**Authorize Contract Amendment #1 with  
Family and Youth Initiatives**

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

**Organization Name:** Family and Youth Initiatives  
**Organization Address:** 468 North Dayton Lakeview Road, New Carlisle, Ohio 45344  
**Amendment Amount:** \$0.00  
**Funding Source(s):** TANF 93.558 and Children's Services Levy  
**Purpose of Amendment:** To modify an outcome in the subgrant  
**Purpose of Contract:** To provide mentoring services to Clark County youth facing at-risk behaviors  
**Amendment Effective Date:** March 22, 2023  
**Original Effective Date:** July 1, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0209**  
**JFSC file**

**Authorize Contract Amendment #2 with  
Koorsen Fire & Security**

Commissioner Rittenhouse moved, per the request of the Department of Job and Family Services Director, to authorize contract amendment #2 with:

**Organization Name:** Koorsen Fire & Security  
**Organization Address:** 3577 Concorde Road, Vandalia, Ohio 45377  
**Amendment Amount:** \$5,000.00  
**New Contract Amount:** \$19,312.00  
**Funding Source(s):** Shared Administrative Dollars  
**Purpose of Amendment:** To extend the contract for one additional year  
**Purpose of Contract:** To provide inspections, maintenance and repairs of fire safety equipment and systems for Department  
**Amendment Effective Date:** May 2, 2023  
**Original Effective Date:** May 2, 2021

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0210**  
**JFSC file**

**Authorize Contract Amendment #1 with  
TAC Ind.**

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

<b>Organization Name:</b>	TAC Ind. – The Abilities Connection
<b>Organization Address:</b>	2160 Old Selma Road, Springfield, Ohio 45505
<b>Amendment Amount:</b>	\$0.00
<b>New Contract Amount:</b>	\$2,159,803.00
<b>Funding Source(s):</b>	Medicaid Title XIX 93.778, TANF 93.558, CCMEP TANF 93.558, Title XX 93.667, WIIOA Youth Activities 17.259, FAET 10.561, and Children Services Levy
<b>Purpose of Amendment:</b>	To add language to the contract regarding fixed assets (vehicles). The assets will be used specifically for the RidesPlus program.
<b>Purpose:</b>	Provide ground-based transportation services to eligible low-income people, such as Medicaid clients, CCMEP and OhioMeansJobs participants, individuals involved with, or minors in the custody of, Family and Children Services, as well as any other eligible customer of Department.
<b>Amendment Effective Dates:</b>	March 22, 2023
<b>Original Effective Date:</b>	January 1, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Abstain

**Resolution 2023-0211**  
**Replaces Resolution 2020-0260**  
**PERC file**

**Establish Health Savings Account (HSA) Guidelines**

Commissioner Rittenhouse moved, upon the request of the Assistant County Administrator, to establish guidelines for Clark County's Health Savings Account (HSA). The guidelines are as follows:

1. Employees are responsible to be sure they are not exceeding the Internal Revenue Service (IRS) annual contribution limit(s) based upon their qualifying family size and age appropriate catch up contributions. The IRS may update annual limits each year.

NOTE: Employee contribution limits are reduced by the amount of employer contributions to the account each year. Therefore, the employee is responsible for the 6% IRS imposed excise tax on any excess contribution to their HSA account.

2. Employees are responsible for using HSA funds for qualifying medical and dental expenses  
NOTE: Qualifying medical expenses are limited to those accrued by the employee and covered dependents based upon IRS guidelines (see IRS Publication 969 for details, available at [www.irs.gov](http://www.irs.gov)).
3. Employees are responsible for any penalties and fees for inappropriate contribution amounts or distribution of HSA account funds for purposes other than qualifying medical expenses (to which the IRS will impose a 20% tax).
4. Employees are responsible to maintain the appropriate documentation to prove appropriate use of funds should they be subject to an audit by the IRS.
  - a. The IRS deems the following medical treatments as NOT qualifying:
    - i. Cosmetic
    - ii. Weight loss programs (except where utilized as physician diagnosed disease such as heart disease/hypertension/morbid obesity)
    - iii. Personal use items such as toothpaste, toothbrush, hand sanitizers, etc.
    - iv. Over-the Counter medicines (UNLESS physician prescribed)
    - v. Health insurance premiums
  - b. See IRS Publication 502, Medical and Dental Expenses for details, available at [www.irs.gov](http://www.irs.gov)
5. Employees may only change their bi-weekly contribution elections quarterly, effective the first pay of each quarter, *or* upon the attainment of an IRS defined qualifying life event such as the birth of a dependent, marriage, etc.
6. Clark County may provide a pre-determined amount annually, established by resolution, based upon the employee's selected plan.
7. Clark County may contribute the employers share at a pre-determined increment as established by the BCC and Auditor's office (quarterly, semi-annually, etc.).
8. Employee is responsible for establishing HSA through the appropriate institution. They must fully establish the account by the date of the County contribution or the employee forfeits that contribution. Once the account is established, the employee will receive County contributions from that date forward.
9. Employees making changes to their level of coverage during the plan year will have the employer's share adjusted at the next scheduled employer deposit after their coverage level changes.
10. Employees who leave employment will only receive the employer amounts eligible to be deposited as of the last day of work regardless of the date of their last check.

11. Employees whose insurance starts after the incremental deposit or who elect insurance during a qualifying event will receive their first employer share deposit at the next scheduled time after their insurance takes effect.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0212**  
**UTLC file**

**Authorize Contract with  
Software Solutions, Inc.**

Commissioner Rittenhouse moved, per the request of Utilities Director, to authorize a contract with:

**Organization Name:** Software Solutions, Inc.  
**Organization Address:** 8534 Yankee Street, Suite 2B, Dayton, Ohio 45458  
**In the amount of:** \$49,750.00  
**Funding Source(s):** General Water and Sewer Funds  
**Purpose:** Upgrade the Utilities Department billing software from the Software Solutions Inc. EGOV platform to the VIP Utility Billing platform  
**Effective Dates:** March 22, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0213**  
**VETC file**

**Authorize Contract with  
Best Version Media**

Commissioner Rittenhouse moved, per the request of the Veterans Service Commission, to authorize a contract with:

**Organization Name:** Best Version Media  
**Organization Address:** 19355 Janacek Court, Brookfield, Wisconsin 53045  
**In the amount of:** \$9,099.48  
**Funding Source(s):** General Fund  
**Purpose:** Monthly ads in Springfield Living  
**Effective Dates:** March 1, 2023 through February 29, 2024

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0214**  
**CDDG file**

**Authorize Allocation of Local Assistance and Tribal Consistency Fund (LATCF) Funds toward the “Blight Elimination Program” Project with the Clark County Land Reutilization Corporation (Land Bank)**

Commissioner Rittenhouse moved, per the request of the County Administrator to approve the following project:

**WHEREAS**, The American Rescue Plan appropriated \$2 billion to Treasury across fiscal years 2022 and 2023 to provide payments to eligible revenue sharing counties and eligible Tribal governments for use on any governmental purpose except for a lobbying activity. Specifically, the American Rescue Plan reserves \$250 million to allocate and pay to eligible Tribal governments for each of fiscal years 2022 and 2023, and reserves \$750 million to allocate and pay to eligible revenue sharing counties for each of fiscal years 2022 and 2023. Under this program, recipients have broad discretion on uses of funds, similar to the ways in which they may use funds generated from their own revenue sources; and,

**WHEREAS**, Treasury has launched the Local Assistance and Tribal Consistency Fund for all eligible recipients, including eligible Tribal governments and eligible revenue sharing counties; and,

**WHEREAS**, Clark County has been designated a local eligible applicant of these funds; and,

**WHEREAS**, the Board of County Commissioners, Clark County, Ohio has accepted the funds outlined in the Board of County Commissioners, Clark County, Ohio resolution 2023-0036; and,

**WHEREAS**, the BOCC has vested interest in blight remediation for the betterment of the community; and,

**WHEREAS**, the Clark County Land Reutilization Corporation is the County’s designated agent for blight remediation.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Clark County Commissioners, that:

The Board of County Commissioners approves the use and appropriation of the LATCF funds toward the “Blight Elimination Program” Project in the amount not to exceed \$50,000.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0215**  
**CDDG file**

**Award Grant to Clark County Land Reutilization Corporation (CCLRC) for Blight Elimination**

Commissioner Rittenhouse moved, per the request of the Clark County Land Reutilization Corporation (CCLRC), to accept the following:

**Grantor:** The Clark County Board of Commissioners (BOCC)  
**Grantee:** Clark County Land Reutilization Corporation (CCLRC)  
**Amount Funding:** \$50,000.00  
**Purpose:** CCLRC seeks to eliminate blight in Clark County  
**Effective Date:** March 22, 2023

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0216  
BRDO file**

**Appointments for Various Roles and Boards**

Commissioner Rittenhouse moved to authorize the following:

<u>Appointment Title</u>	<u>Appointee</u>
Zoning Inspector	Jennifer Tuttle
Springfield Airport Zoning Board Member	Jennifer Tuttle
WPAFB Airport Zoning Board Member	Jennifer Tuttle

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0217  
COMO file**

**Authorize Appointment of Acting County Commission Clerk**

Commissioner Rittenhouse moved, per the request of the Commission Clerk, to authorize Theresa Cox to serve as Acting Commission Clerk for the Board of Commissioners at such times as needed and requested by the County Administrator. This resolution supersedes all previous resolutions designating an Acting Clerk.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0218  
FINA file**

**Authorize Amended Certificate #2 and Appropriate Funds**

Commissioner Rittenhouse moved, upon the recommendation of the County Administrator, to authorize Amended Certificate #2 and appropriate funds.

CAFR Format - Commission and Auditor's Use Only			
<u>Fund</u>	<u>Department</u>	<u>Account</u>	<u>Amount</u>
GENERAL FUND (0001)	SHER	PERS & FRINGES	33,451.39
PERM IMPROVE FUND (4010)	COMM	CAPITAL ASSET EXP	16,031.80
BD OF DD - GEN FUND (2080)	BODD	OPERATING EXP	72,393.39
PROJ ADV FUND (1253)	CD	ADVANCES OUT	10,000.00
CDBG FY 22 FUND (2922)	CD	ADVANCES OUT	10,000.00
GENERAL FUND (0001)	PUDE	OPERATING EXP	10,500.00
GENERAL FUND (0001)	SHER	OPERATING EXP	57,864.36
WCCCF CARES ACT FUND (8374)	WCCF	OPERATING EXP	289,263.87
		<b>Total</b>	<b>499,504.81</b>

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0219**  
**FINS file**

**Approve Supplemental Appropriation(s)**

Commissioner Rittenhouse moved, upon the recommendation of the County Administrator, to authorize the following supplemental appropriation(s) from unappropriated funds:

<b>Fund:</b>	<b>Department:</b>	<b>Account:</b>	<b>Amount:</b>
MHRB of Union County	WCCCF	Pers. & Fringes	\$ 9,000.00
MHRB of Union County	WCCCF	Operating Exp.	\$88,052.83

Reason: Appropriate available funds not included for original budget.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0220**  
**FINT file**

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

Commissioner Rittenhouse 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>
230026262	WIOA (JFS)	CIC	11/30/22	\$6,602.41

Reason: Direct service and support costs for November 2022.

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



**Resolution 2023-0221  
TRAV file**

**Approve Travel/Expense Allowance**

Commissioner Rittenhouse 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>
Engineer	R. Hankinson	Surveyor’s Workshop	Ada, OH	4/20/23	\$ 150.00
JFS	16 CSEA staff	OCDA Conference	Virtual	4/24-25/23	\$1,650.00

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

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0222  
ZMRF file**

**Set Date and Time for Public Hearing for  
Rezoning Case Z-2023-02 filed by Nathan J. & Amanda M. Stuckey**

Commissioner Rittenhouse moved, per the certification and recommendation of the Clark County Rural Zoning Commission, to set 10:00 a.m., Wednesday, April 12, 2023 in the Commissioners Chambers, Room 151 at the Springview Government Center, 3130 East Main Street, Springfield, Ohio as the date and time for a public hearing to rezone property in Moorefield Township being 5.82 acres located at 0 Hunt Parkway, from O-1 (Office Business District) to R-1 (Rural Residence District) for a single family residence.

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

Commissioner McGlothlin, Yes; Commissioner Rittenhouse, Yes; Commissioner Wilt, Yes

**Resolution 2023-0223**

Commissioner Wilt adjourned the meeting.

BOARD OF CLARK COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Melanie F. Wilt, President

By: \_\_\_\_\_  
Sasha L. Rittenhouse

I certify that the record is true and accurate:

\_\_\_\_\_  
Commission Clerk

By: \_\_\_\_\_  
Lowell R. McGlothlin