

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 Richard L. Lohnes; Jennifer Hutchinson, County Administrator; Michelle Noble, HR Director/Assistant County Administrator; Megan Burr, Commission Clerk; Tom O'Neal, Veterans Services; Sydney Dawes, Springfield News Sun; Sasha Rittenhouse; Dale Henry; Pam Littlejohn, County Treasurer; Patty Wilson, Treasurer's Office; John Federer, County Auditor; Melissa Tuttle, Clerk of Courts.

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

Agenda Review:

Ms. Hutchinson reviewed the agenda.

Resolution 2022-0395 authorized a contract with the CIC (Community Improvement Corporation) to provide Dayton Development Coalition (DDC) funding. DDC requested that amount. They go through the same budget process everyone else does. Commissioner McGlothin supported it.

Resolution 2022-0396 authorized a contract on behalf of the County Engineer with Clark County Glass Company. It is a not to exceed contract for window and door maintenance.

Resolution 2022-0397 authorized the contract with A&B Asphalt on behalf of the County Engineer. This is for the roadway resurfacing. It will be paid for with local funds.

Resolution 2022-0398 authorized amendment #1 with International Mailing Systems of Dayton to provide digital mailing services. This is for the Department of Job and Family Services.

Resolution 2022-0399 authorized a contract with PAR Asphalt and Maintenance on behalf of Utilities. It is a not to exceed contract.

Resolution 2022-0400 authorized amendment #4 with the Clark County Historical Society for improvements in the Veterans space from when they moved.

Resolution 2022-0401 authorized the final payment to Gable Elevator. This is the final payment for the first elevator in the Public Safety Building.

Resolution 2022-0402 appointed a member to the Public Defender Commission.

Resolution 2022-0403 reappointed two members to the Public Defender Commission.

Resolution 2022-0404 appointed acting commissioner Sasha Rittenhouse effective today (June 1) at noon. Commissioner Wilt will swear her in today at 10:30 a.m. Commissioner Wilt explained the Commissioners don't have the authority to appoint anything other than an acting county commissioner. The central committee will make the formal interim appointment which lasts until the end of the unexpired term.

Resolution 2022-0405 changed the date, time and location of the regular meeting during fair week.

Resolution 2022-0406 approved the weekly then and nows. There was one added last minute for the Treasurer. Ms. Littlejohn said unfortunately there was an invoice on April 25th for postage. It will be used for the second half tax collection bills. Those bills have to be mailed 30 days prior. The next collection is on July 8. The County

counts on tax collection dollars. She thanked Ms. Wheeler for getting it on the agenda. Commissioner McGlothlin asked how about the taxes collected this year. Ms. Littlejohn replied \$85 million was collected for the first half. The annual collections total \$135,000. She was still working with delinquencies. Commissioner Wilt asked how much has been collected in delinquencies. Ms. Littlejohn collected almost \$4 million since last September.

Resolution 2022-0407 authorized the weekly travel expenses.

Resolution 2022-0408 authorized the allocation of American Rescue Plan Act (ARPA) funds toward Greenon Local School District to purchase and install an emergency response system.

Resolution 2022-0409 authorized the allocation of American Rescue Plan Act (ARPA) funds for the update of the Emergency Operations Plan.

Commissioner Updates:

Commissioner Wilt asked about the Commissioners sponsoring the United Senior Services Veterans dinner. She thought it might be more appropriate for the Veterans Office to sponsor that. Mr. O'Neal would look into it.

County Administrator Updates:

The Horse Barns concrete did harden so that project is done.

The Purchasing Policy is effective today.

Commissioner Wilt said Mr. Thompson suggested it be the Commissioners' policy. The challenge is the authority of the Board is budget and contracting authority. The policies put in place apply just like if a new holiday is established. Some elected officials have different guidelines. The Board recommends elected officials follow it. Some elected officials have different guidelines. Commissioner Wilt suggested the policy remain the same as it is written. She felt the title might need changed to "Policy and Best Practices". The policy extends as far as the Board's authority extends. It is a policy and very strong recommendation that every other elected official follow it. The only change is what it is called.

Ms. Hutchinson was concerned with the policy being called "best practices" because departments might not follow certain aspects of it. For example, submitting the checklist that departments are asked to certify the purchase is a proper public purpose and take ownership. If it isn't a policy and departments decide not to do it, the process is back to what it was before with the Auditor's Office and Commission Office asking those questions to determine if it is a proper public purpose. Ms. Hutchinson said if the only concern right now is the request for two informal quotes that part can be deleted. Commissioner Wilt asked if a copy of each quote was required. Ms. Hutchinson replied no. The only quote that is required is the one the purchase is with. Commissioner Wilt noted departments can search online for prices and that would qualify as informal quotes. Ms. Hutchinson stressed they are attempted informal quotes. Commissioner Wilt noted the Board can't do their part if the policy isn't followed.

Mr. Thompson felt Commissioner Wilt's statement that it is a policy as far as the Board's authority extends was a fair way to draw the line.

Ms. Hutchinson said it is a Commission and Auditor's Policy. The only items the Commission will see are contracts. If it isn't a contract the Commission doesn't see it. Her concern was what stops departments from not doing it right. It would be up to the Auditor's Office to deny those requests.

Commissioner Wilt asked if another office wants to get a bill paid and they choose not to have the contract in place it wouldn't come to the Commission. Mr. Thompson replied it was an Auditor's Office issue not a Commission issue.

Commissioner Wilt didn't think there was anything to change. As the contract authority best practices must be established. If they choose to look at a different part of ORC that says they don't have to follow the policy that department will need to figure out another way to get their bills paid.

Mr. Thompson said if the Commissioners are unhappy with the way an elected official handles their budget it can be addressed at the next budget cycle.

Ms. Hutchinson said she will not reject a contract with only one quote attached. The object is to protect the county and its liability. Commissioner Wilt strongly agreed. That was the point of this policy. The goal was to close the gap so that no one can take advantage of public money.

Ms. Hutchinson explained during trainings it was stressed staff will help get things in place for each department.

Commissioner Wilt asked which offices chose not to attend the training offered.

Ms. Hutchinson replied everyone attended. Mrs. Burr confirmed there was fiscal representation from every office.

Commissioner McGlothlin spoke about Ed Evans and his developments on the Studebaker properties.

Commissioner McGlothlin moved to go into executive session to discuss security matters. Commissioner Wilt seconded the motion. The roll being called for its passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Call to Order, Commission President Wilt

Resolution 2022-0394

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Commissioner McGlothlin moved to approve the agenda. Commissioner Wilt seconded the motion. The roll being called for passage resulted as follows:

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Commissioner Wilt read Resolution 2022-0404 to appoint Sasha L. Rittenhouse as Acting County Commissioner.

Commissioner McGlothlin moved to acknowledge the resignation of Commissioner Richard L. Lohnes effective at the close of May 31, 2022. Further move to appoint Sasha L. Rittenhouse as the Acting County Commissioner to perform the duties thereof from June 1, 2022 at 12:00 p.m. until the appointing central committee appoints an officer who qualifies and takes office per Section 305.02 of the Ohio Revised Code.

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Commissioner Wilt congratulated Ms. Rittenhouse.

Resolution 2022-0395
COMC file

**Authorize Contract with
Community Improvement Corporation (CIC)**

Commissioner McGlothlin moved to authorize a contract with:

Organization Name: Community Improvement Corporation (CIC)
Organization Address: 20 South Limestone Street, Suite 100, Springfield, Ohio 45502
In the amount of: \$28,000.00
Funding Source(s): General Fund
Purpose: Provide funding for the Dayton Development Coalition to promote economic development in Clark County.
Effective Dates: March 1, 2022 through December 31, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0396
ENG file

**Authorize Contract with
Clark County Glass Company**

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

Organization Name: Clark County Glass Company
Organization Address: 197 East John Street, Springfield, Ohio 45505
In the amount of: Not to exceed \$15,000.00
Funding Source(s): MVGT
Purpose: Window and door maintenance and installation as needed
Effective Date: June 1, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0397
ENG file

**Authorize Contract with
A&B Asphalt Corporation**

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

Organization: A&B Asphalt Corporation
Organization Address: 1780 Enon Road, Springfield, Ohio 45502
In the amount of: \$1,437,923.50
Funding Source(s): Local Funds (MVGT)
Purpose: 2022 Roadway Resurfacing Contract
Effective Dates: June 1, 2022, through October 28, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0398
JFSC file

**Authorize Contract Amendment #1 with
 International Mailing Systems of Dayton**

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

Organization Name: International Mailing Systems of Dayton
Organization Address: 77 West Elmwood Drive, Dayton, Ohio 45459
Amendment Amount: \$ 3,666.24
New Contract Amount: \$10,998.72
Funding Source(s): Shared Administrative Dollars
Purpose of Amendment: To extend the contract term and value
Purpose of Contract: To provide digital mailing system and postage meter
Amendment Effective Date: June 10, 2022
Original Effective Date: June 10, 2020

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0399
UTLC file

**Authorize Contract with
 PAR Asphalt Maintenance and Marking**

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

Organization Name: PAR Asphalt Maintenance and Marking
Organization Address: 2890 Springfield-Xenia Road, Springfield, Ohio 45506
In the amount of: \$49,000.00

Funding Source(s): General Water and Sewer Funds
Purpose: To provide on-site as needed asphalt maintenance and marking services
Effective Date: June 1, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0400
HERL file

**Accept Lease Agreement Amendment #4
with the Clark County Historical Society**

Commissioner McGlothlin moved, per the request of the County Administrator, to accept the following lease agreement amendment #4:

Lessee: Clark County Historical Society
In the amount of: \$7,769.00
Purpose: To amend Exhibit B of original lease. Veterans Service Commission agrees to compensate Lessor for improvements to the county space for the purpose of making space meet the needs of the Veterans Service Commission.
Effective Dates: June 1, 2022

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0401
BPSP file

**Approve Payment to
Gable Elevator Inc.**

Commissioner McGlothlin moved, per request of the Buildings & Grounds Director, to approve the following payment:

Payment to: Gable Elevator, Inc.
Address: 121 East Ascot Lane, Cuyahoga Falls, Ohio 44223
Services: Elevator Modernization
Project: Public Safety Building Elevator Modernization
Funding Source(s): Permanent Improvement Fund
Amount: \$66,348.70
Retainage: No Retainage held

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Resolution 2022-0402
BRDP file****Appoint Member(s) to the
Public Defender Commission**

Commissioner McGlothlin moved to appoint the following member(s) to the Public Defender Commission:

Name:

Joyce Robinson

Expiration Date:

January 20, 2026

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Resolution 2022-0403
BRDP file****Re-Appoint Member(s) to the
Public Defender Commission**

Commissioner McGlothlin moved to re-appoint the following member(s) to the Public Defender Commission:

Name:

Andrew H. Elder

Max Lawson

New Expiration Date:

September 16, 2023

August 8, 2025

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Revised
Resolution 2022-0404
COMO file****Appoint Acting County Commissioner**

Commissioner McGlothlin moved to acknowledge the resignation of Commissioner Richard L. Lohnes effective at the close of May 31, 2022. Further move to appoint Sasha L. Rittenhouse as the Acting County Commissioner to perform the duties thereof from June 1, 2022 at 12:00 p.m. until the appointing central committee appoints an officer who qualifies and takes office per Section 305.02 of the Ohio Revised Code.

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

**Resolution 2022-0405
COMO file****Change Date, Time and Location of Commission Meeting**

Commissioner McGlothlin moved to change the date, time and location of the regularly scheduled Wednesday, July 27, 2022 Commission Meeting to Thursday, July 28, 2022 at 10:00 a.m. in the Arts and Crafts Building at the Clark County Fairgrounds, 4401 South Charleston Pike, Springfield, Ohio.

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Revised
Resolution 2022-0406
FINT file**

Approve Issuance of Warrants for Then and Now(s)

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

P.O. Number	Fund	Vendor	Date	Purchase Amount
220023809	CDBG	Amazon	5/4/22	\$405.79

Reason: This expense must be charged to grant; could not use the existing reserve. Items for Fair Housing Outreach.

220023504	General (B&G)	Northwestern Ohio Sec.	2/26/22	\$355.00
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Reason: Just received invoice on May 17, 2022. Northwestern Ohio Security Systems, Inc. quote and service call at Courthouse done January 3, 2022.

220023504	General (B&G)	Advanced Mechanical Serv.	3/8/22	\$475.00
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Reason: Claim already paid by CORSA. Repairs to damaged AC unit at A.B. Graham Building.

220023900	ARPA	Citran Occupational Health	4/18/22	\$ 46.00
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Reason: Pre-employment screening done before budget and reserves were put into place.

220023853	Treasurer	Smartbill	4/25/2022	\$10,000.00
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Reason: Purchase order was not set up prior to invoice. Postage to be used for 2nd half taxes.

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Resolution 2022-0407
TRAV file**

Approve Travel/Expense Allowance

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

Dept.	Name	Purpose	Place	Date	Cost
Engineer	D. Fenton, P. DeButy, T. Muncy	2022 CEAO Land Records Conference	Columbus, OH	6/21/22	\$ 680.00
BOE*	Staff & 4 Members	Ohio Sec. of State Conf.	Columbus, OH	6/28/22	\$4,000.00

*Permission to use the County Credit Card.

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

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0408
ARPA file

Authorize Allocation of American Rescue Plan Act (ARPA) Funds toward the Greenon Local School District Emergency Response System

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

WHEREAS, Clark County has received direct payments from the United States (US) Treasury under the Coronavirus State and Local Fiscal Recovery Funds authorized by the American Rescue Plan Act (ARPA); and,

WHEREAS, Clark County will use the funding in accordance with ARPA and guidance from the US Treasury; and,

WHEREAS, the Department of Treasury issued the Final Rule, effective April 1, 2022, to provide guidance on permissible uses; and,

WHEREAS, a permissible use of the ARPA funds is to invest in technology and equipment that allows first responders to more efficiently and effectively respond to the public health emergency. Designated response efforts include the mitigation of Covid-19 public health risks as well as addressing the rise in gun violence during the pandemic; and,

WHEREAS, the Greenon Local School District Board of Education will be awarded the allocated funds for the purpose of purchasing and installing an emergency responder radio system and cellular booster system in the new K-12 facility as recommended by the Clark County Emergency Management Agency.

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

The Board of County Commissioners approves the use of ARPA funds toward the Greenon Local School District Emergency Response System in an amount not to exceed \$100,000.00.

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

Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Add On
Resolution 2022-0409
ARPA file

Authorize Allocation of American Rescue Plan Act (ARPA) Funds toward Updating the Emergency Operations Plan for Clark County

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

WHEREAS, Clark County has received direct payments from the United States (US) Treasury under the Coronavirus State and Local Fiscal Recovery Funds authorized by the American Rescue Plan Act (ARPA); and,

WHEREAS, Clark County will use the funding in accordance with ARPA and guidance from the US Treasury; and,

WHEREAS, the Department of Treasury issued the Final Rule, effective April 1, 2022, to provide guidance on permissible uses; and,

WHEREAS, a permissible use of the ARPA funds is to effectuate public health resources and response plans that address the Covid-19 public health emergency; and,

WHEREAS, upon request of the Clark County Emergency Management Agency (EMA), the allocated funds will be used toward expenses to update the Emergency Operations Plan (EOP).

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

The Board of County Commissioners approves the allocation of ARPA funds toward updating the Emergency Operations Plan for Clark County in the amount of \$82,185.00.

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

Commissioner Lohnes, Commissioner McGlothin, Yes; Commissioner Wilt, Yes

Resolution 2022-0410

Commissioner Wilt adjourned.

BOARD OF CLARK COUNTY COMMISSIONERS

By: _____
Melanie F. Wilt, President

By: _____
Lowell R. McGlothin

I certify that the record is true and accurate:

Commission Clerk

By: _____
Vacant