

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, HR Director/Assistant County Administrator; Megan Burr, Commission Clerk; Angela Wheeler, Administrative Assistant; Michael Cooper, Public Information Officer; Ron Coss, Veterans Service Commission; Alex Dietz, Community & Economic Development; Sydney Dawes, Springfield News-Sun.

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

Agenda Review:

Ms. Hutchinson reviewed the agenda.

Resolution 2022-0642 authorized a contract with Lawhon & Associates for the hazardous materials building assessment for the Courthouse renovation. Ms. Hutchinson expected them to find asbestos under the tiles.

Resolution 2022-0643 authorized contract amendment #1 with Entegry. In the original contract they only listed two facilities as county locations. This makes sure all the buildings are listed.

Resolution 2022-0644 authorized contract amendment #1 with Goodwill Easterseals Miami Valley. They did not need to include a cost for a third staff member so the contract is being reduced.

Resolution 2022-0645 authorized contract amendment #1 with United Way of Clark, Champaign and Madison Counties. They noticed the subcontractor language was not in this contract so they added it in.

Resolution 2022-0646 replaced Resolution 2022-0621 to update the funding source from general fund to the Recorder's technology fund. It is a contract with Kofile Technologies.

Resolution 2022-0647 acknowledged the bid opening for the Fair Board Office project. Both bids received are 10% over the engineer's estimate. Ms. Hutchinson and the architect are looking at ways to reduce cost and see if the estimate needs increased.

Resolution 2022-0648 adopted the "Sign On and Referral Bonus Program". It is part of the soft benefits to retain employees and entice prospective employees. To staff's knowledge, there aren't any other counties that have a program like this. \$1,500 would be an immediate sign on bonus with another \$1,500 after successfully completing probation. The referral bonus will be given once the new employee completes probation and that amount is \$3,000. Commissioner Rittenhouse asked for clarification regarding supervisors. Ms. Hutchinson explained supervisors are ineligible if they are part of the interview process. This program will be in place for one year or the depletion of funds. It will be paid from the general fund. Commissioner Wilt said if someone gets hired and wasn't referred they will still receive the sign on bonus.

Resolution 2022-0649 authorized payment #3 to Armcorp Construction for the Home Road project.

Resolution 2022-0650 approved the Tax Incentive Review (TIRC) Council recommendations from June 7th. Commissioner Wilt thanked Mr. Dietz for the briefing. She had concerns about Speedway and the layoffs recently announced. The layoffs are not impacting the Enon location as greatly as the Dallas location. They are still well above the numbers in the enterprise zone agreement.

Resolution 2022-0651 approved the weekly travel and expense allowances. Ms. Hutchinson noted the request for Job and Family Services CESA (Child Support Enforcement Agency) staff if approximately 30 people. It is the entire division.

Commissioner Updates:

Commissioner Rittenhouse had a great conference last week. She learned Clark County is number 2 for quality of life and number 3 for access to capital. She felt a lot of that came from Clark County's growth. It was a good, informative conference. She also visited the Veteran's Office on Monday. She signed up for Silent Watch.

Commissioner McGlothlin noted Mr. Federer [County Auditor] presented at New Carlisle Rotary. Homes have increased in value.

The Board reviewed the calendar and events.

County Administrator Updates:

Ms. Hutchinson reminded the Board of the employee appreciation event Friday. Offices will be closed at noon.

The kick off meeting with the architect for the Courthouse Renovation project will be next week.

Commissioner Wilt noted sales tax has declined for three months in a row. Mr. Dietz noted some of the numbers are skewed for the massive increase last year due to stimulus checks. Most people spent their stimulus check right away. It will be difficult to reach that level again.

Audience Comments:

Mr. Coss, Veterans Commission, said Ms. Wood emailed Ms. Noble last week with questions to complete a contract. Ms. Noble responded it has been worked out. Mr. Coss said the American flag at Juvenile Court looks bad.

Discussion ensued.

The Board recessed.

Call to Order, Commission President Wilt

Resolution 2022-0641

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

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

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

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

Resolution 2022-0642
COMC file

**Authorize Contract with
Lawhon & Associates**

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

Organization Name: Lawhon & Associates
Organization Address: 1441 West King Avenue, Columbus, Ohio 43212
In the amount of: \$13,160.00
Funding Source(s): Permanent Improvement
Purpose: Hazardous Building Materials Assessment of the Clark County Courthouse
Effective Dates: August 31, 2022

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 2022-0643
ISDC file**

**Authorize Contract Amendment #1 with
Entegrity Consulting Group, LLC**

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

Organization Name: Entegrity Consulting Group, LLC
Organization Address: 6680 Poe Ave, Suite 400, Dayton, Ohio 45414
Amendment Amount: \$ 0.00
New Contract Amount: \$29,500.00 per month for 12 months (\$354,000.00 annual)
Funding Source(s): General Fund – IS Department
Purpose of Amendment: To include all County owned facilities in covered locations
Purpose: Annual renewal of contract, 48 hours per week, Network Engineer Services
Amendment Effective Date: September 1, 2022 – August 31, 2023
Effective Dates: September 1, 2022 – August 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 Rittenhouse, Yes; Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

**Resolution 2022-0644
JFSC file**

**Authorize Contract Amendment #1 with
Goodwill Easterseals Miami Valley**

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

Organization Name: Goodwill Easterseals Miami Valley
Organization Address: 660 South Main Street, Dayton, Ohio 45402
Amendment Amount: (\$42,210.28)
New Contract Amount: \$1,199,207.98
Funding Source(s): TANF 93.558 and WIOA Youth Activities 17.259
Purpose of Amendment: To amend value, budget line item, and Submittals A1-A3
Purpose of Contract: To provide services regarding the WIOA Elements: Financial Literacy, Work Experience, Leadership, Adult Mentorship, and Entrepreneurial Skills.
Amendment Effective Date: August 31, 2022
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 Rittenhouse, Yes; Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0645
JFSC file

**Authorize Contract Amendment #1 with
 United Way of Clark, Champaign and Madison Counties**

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

Organization Name: United Way of Clark, Champaign and Madison Counties
Organization Address: 120 South Center Street, Springfield, Ohio 45502
Amendment Amount: \$0.00
Funding Source(s): Title XX
Purpose of Amendment: To amend Article XIV of the original contract to add Subcontractor approval language
Purpose of Contract: To provide information and referral to people in need of services in Clark County
Amendment Effective Date: August 31, 2022
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 Rittenhouse, Yes; Commissioner McGlothlin, Yes; Commissioner Wilt, Yes

Resolution 2022-0646
Replaces Resolution 2022-0621
RECC file

**Authorize Contract with
Kofile Technologies**

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

Organization Name: Kofile Technologies
Organization Address: 6300 Cedar Springs Road, Dallas, Texas 75235
In the amount of: \$11,061.78
Funding Source(s): Technology Fund
Purpose: Preservation (conservation treatments, de-acidify, encapsulate and bind)

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 2022-0647
COMB file**

**Acknowledge Bid Opening for
The Clark County Fair Board Office Project**

Commissioner Rittenhouse moved to acknowledge the bid opening for the Clark County Fair Board Office Project on August 25, 2022. The following bids were read:

<u>Bidder</u>		<u>Amount</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
K&T Construction and Supply Inc.	\$	1,180,000.00	\$23,000.00	\$10,500.00
Vancon, Inc.	\$	1,182,025.00	\$17,690.00	\$15,547.00

Engineer's Estimate \$900,000.00

Further move to reject all bids as they exceeded 10% of the Engineer's estimate.

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 2022-0648
PER file**

Adopt Sign On and Referral Bonus Program

Commissioner Rittenhouse moved to authorize the following upon request of the County Administrator and Assistant County Administrator/HR Director:

Summary: Current county employees* may obtain a referral bonus for individuals who are hired by the county** and make it through probation***. *Employees may only refer individuals with whom there is no conflict of interest, nepotism, or ethical concern.* Employee referrals are limited to two bonuses during the course of the

program, or a maximum of \$6,000. In order to qualify for the referral bonus, current county employees must complete the referral form and submit to county human resources. If a new hire is referred by more than one current employee, the employee who refers the new hire first and remains employed will be eligible for the bonus. When a referred person is hired and successfully completes probation, it is up to the current employee to request payment of the bonus. The current employee must remain employed through the date of the payment of the bonus.

Newly hired permanent full time (PFT) or permanent part time (PPT) county employees, defined as those who have not been employed by the county** for at least a year, may be eligible for a sign on bonus after completing 30 days of employment and another bonus after completing probation. The new employee must remain employed through the date of the payment of the bonus.

Effective Dates: The sign on and referral program will be in place for individuals with start dates beginning September 1, 2022 – August 31, 2023 or until funds are depleted. Maximum budget \$120,000.

Sign On Bonus – Permanent Full Time (PFT) or Permanent Part Time (PPT) New Hires

No later than the second paycheck after thirty (30) days of employment

\$1500 bonus for PFT or \$750 for PPT

No later than the second paycheck after completion of probation

\$1500 bonus for PFT or \$750 for PPT

Referral Bonus – Permanent Full Time (PFT) or Permanent Part Time (PPT)

No later than the second paycheck after the person referred completes probation***

\$3000 PFT or \$1500 for PPT

*County employees include full and part time permanent (PFT, PPT) employees. Excluded from participation in this bonus are elected officials, intermittent, seasonal, student help and temporary employees. Directors, Assistant Directors, Supervisors, or participants on the screening/interview team are not eligible for bonuses referring employees for their department.

**County is defined as positions working under elected officials' offices and the Board of Elections and Veterans Service Commission. Other offices with their own boards such as Board of Developmental Disabilities, Clark County Combined Health District, Clark County Law Library, Clark County Parks District, Clark Soil & Water Conservation District, Mental Health & Recovery Board, Transportation Coordinating Committee, West Central Communication Correctional Facility, etc. are not considered county for this bonus program.

***The probationary period may be set by standards within each office, however will never exceed one year. Unclassified permanent full time and permanent part time employees who are not subject to a probationary period will be eligible for the bonus after completion of the standard probationary period for classified employees in the same office. In other words, if the standard probationary time is nine months for a classified employee, the unclassified employee will receive the bonus after completion of nine months of service, subject to the guidelines provided above.

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 2022-0649
BJFP file

Approve Payment # 3 to
ArmCorp Construction, Inc.

Commissioner Rittenhouse moved, to approve the following payment #3:

Payment to: ArmCorp Construction, Inc.
Address: 8511 State Route 703, Celina, Ohio 45822
Services: Pay App #3 period ending 6/30/2022
Project: Home Road Renovation
Funding Source(s): 2020/PCSA - Levy
Amount: \$519,866.95
Retainage: \$ 36,403.82 (Retainage held to date \$60,064.20)

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 2022-0650
BRDT file

Approve Tax Incentive Review Council (TIRC) Recommendations

Commissioner Rittenhouse moved, to approve the Tax Incentive Review Council (TIRC) Annual Meeting recommendations from the meetings on June 7, 2022.

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 2022-0651
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:

Dept.	Name	Purpose	Place	Date	Cost
CCJC	CASA Dept.	OH CASA Conf.	Columbus, OH	9/21-23/22	\$1,567.00
Recorder	N. Pence	ORA Fall Conf.	Columbus, OH	9/15/22	\$ 200.00
Comm. Dev.	K. VanZant	Davis-Bacon Trng.	Virtual	9/21/22	\$ 20.00
JFS	CSEA staff	OCDA Conf.	Columbus, OH	10/17-18/22	\$6,304.00
*Reentry	B. Wagner	Interviewing Trng.	Online	Various	\$ 175.00

*Request use of credit card for registration.

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 Rittenhouse, Yes; Commissioner McGlothin, Yes; Commissioner Wilt, Yes

Resolution 2022-0652

Commissioner Rittenhouse moved to adjourn. Commissioner McGlothin seconded the motion. The roll being called for its passage resulted as follows:

Commissioner Rittenhouse, Yes; Commissioner McGlothin, Yes; Commissioner Wilt, Yes

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: _____
Sasha L. Rittenhouse