

**COMMISSIONERS' MEETING  
MINUTES SUMMARY  
THURSDAY, OCTOBER 25, 2018  
1:30 P.M.  
Saved as digital recording: CGS10-25-18**

John W. O'Brien, President, Present  
Gregory A. Simmons, Vice President, Present  
John F. Evans, Member, Present

Appointments

1:30 p.m.      General Session  
2:00 p.m.      Budget Hearings

General Business

Mr. Evans moved and Mr. Simmons seconded the motion to approve the agenda as presented. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea.

Mr. Simmons moved and Mr. Evans seconded the motion to approve the minutes of the October 23, 2018 meeting and dispense with the oral reading. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea.

**RESOLUTION NO. 18-10-1365**

Mr. Evans moved and Mr. Simmons seconded the motion to authorize and sign bills for all funds as submitted. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea.

**RESOLUTION NO. 18-10-1366**

Mr. Simmons moved and Mr. Evans seconded the motion to accept the attached quote from MNJ Technologies Direct, Inc of Buffalo Grove, IL and authorize the IT Department to purchase five (5) Microsoft Visio Professional 2019 Licenses. This software is used to author and edit technical documents such as network diagrams, wiring charts, flow charts, system configurations, etc. The cost shall not exceed \$1,925.00 and will be paid from Fund 309-002, Project C0002. Data Board approved said purchase on October 10, 2018 and on October 17, 2018. Multiple quotes were received: CDW-G Vernon Hills, IL - \$2,004.95; SHI Somerset, NJ- \$1,945.00. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans Yea.

RESOLUTION NO. 18-10-1367

Mr. Evans moved and Mr. Simmons seconded the motion to award the Agreement for Managed Print Services to Marco Technologies, Inc., Dearborn, MI, as requested by IT Director, Matthew Watkins. The Agreement will provide printer service, supplies, and technical support for an initial fleet of 156 printers with the option to adjust the number of printers as needed over the length of the contract. The Agreement includes 14 printers initially to replace non-HP brand units and several “ready spares” for emergency repairs and allows for Marco to replace additional printers that become unserviceable or obsolete. Replacements will be at Marco’s expense and will become Miami County assets at the end of the contract term. The costs are based on actual pages printed rather than traditional “page pool allotments” and are as follows: \$.012 for monochrome and \$.09 for color. The term of this Agreement is for 60 months. The Board of Commissioners authorized contract negotiations with said company on July 5, 2018, by Resolution No. 18-07-843. Data Board approved said services on September 12, 2018. Further sign the attached *MAP Agreement* and *Amendment* with Marco Technologies, Inc. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O’Brien, Yea.

RESOLUTION NO. 18-10-1368

Mr. Simmons moved and Mr. Evans seconded the motion to authorize the release of \$32,336 from the above referenced Irrevocable Standby Letter of Credit submitted by 3-GEN-D, LLC for the construction of Merrimont Subdivision No. 12, as recommended by the County Engineer. This release is a partial reduction of the referenced Irrevocable Standby Letter of Credit and does not constitute final acceptance of the constructed facilities or cancellation of the Letter of Credit. and by the Board of Miami County Commissioners, that saidThe remaining balance of the Irrevocable Standby Letter of Credit, being \$36,909.50, shall serve as the twelve month maintenance warranty for completed construction items. On November 22, 2016, by Resolution No. 16-11-1573, the Board of Miami County Commissioners authorized and signed a Subdivider Escrow Agreement with 3-GEN-D, LLC for the construction of Merrimont Subdivision No. 12. 3-GEN-D, LLC submitted an approved Financial Guaranty in the amount of \$406,004.50 as shown on the Irrevocable Standby Letter of Credit from Greenville National Bank for said construction. 3-GEN-D, LLC has requested the third and final release for construction in the sum of \$32,336 (\$26,100 for work completed and \$6,236 for portions of contract “non-performed namely seeding and mulching) from the above said Letter of Credit. 3-GEN-D, LLC desires to use the remaining balance \$36,909.50 for a twelve month maintenance bond. The Miami County Engineer has reviewed said request and recommended beneficiary approval of said request. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O’Brien, Yea; Mr. Simmons, Yea.

RESOLUTION NO. 18-10-1369

Mr. Evans moved and Mr. Simmons seconded the motion to authorize and sign a Customer Service/Support Agreement with Henschen and Associates, Inc. for software and hardware support for Probate Court’s court database system. The total value of this agreement is for \$500.00. This agreement shall remain in effect until the total value (\$500.00) has been depleted or until the agreement is canceled by either party. Should the agreement be canceled, Henschen and Associates, Inc. shall refund the unused dollars. The cost will be paid from Fund 001-168.

The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea.

RESOLUTION NO. 18-10-1370

Mr. Simmons moved and Mr. Evans seconded the motion to set the date to receive bids for the Bradford Public Library Parking Lot Addition Project as Thursday, November 15, 2018 at 1:35 p.m. in the Commissioners' Hearing Room, Safety Building, Troy, Ohio and further authorize the attached legal advertisement to be published in the *Dayton Daily News* on October 28, 2018, as well as on the County website. Plans and specifications have been prepared for the Bradford Public Library Parking Lot Addition Project located in the Village of Bradford and funded through PY 2017 CDBG Community Development Allocation Funds. The Department of Development has requested a date be set to accept bids for said project. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea.

RESOLUTION NO. 18-10-1371

Mr. Evans moved and Mr. Simmons seconded the motion to authorize and sign the attached Loan Agreement respecting PY 2017 CHIP Rental Home Repair Project loan funding for the following rental property:

Rental Property Address: 128-129 Regency Court Covington, OH. 45318

Property Owners: James Hodapp Jr.

Scope of Work: New Roof and Spouting

Contractor: Eicher Construction

Grant Award/Purchase Order Amount: \$13,500.00

Source of Funds: PY 2017 CHIP, Rental Home Repair

Loan Terms: \$13,500.00 to be distributed between a \$6,750.00 deferred loan (50% declining each year-CDBG Grant) and a \$6,750.00 direct loan to be repaid at 4.25% interest over a two (2) year period (CDBG Program Income).

One activity of the Miami County PY 2017 Community Housing Impact and Preservation Program is the 128-129 Regency Court Covington, OH 45318 Rental Home Repair Project and, it is a requirement that a landlord who accepts PY 2017 CHIP Home Repair funds to rehabilitate rental units must sign a Landlord Agreement with the Board of Miami County Commissioners. The Landlord Agreement sets forth the regulations the landlord must follow in order to receive the requested funding. There are sufficient funds remaining in the PY 2017 CHIP Rental Home Repair budget and the County's CDBG Program Income revolving loan fund to undertake said project. That such loan award is made to the aforementioned property owner(s) so that a purchase order can be issued for the contract between the property owner(s) and contractor. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea

RESOLUTION NO. 18-10-1372

Mr. Simmons moved and Mr. Evans seconded the motion to authorize and sign the attached Loan Agreement respecting PY 2017 CHIP Rental Home Repair Project loan funding for the following rental property:

Rental Property Address: 1513-1515 Saratoga Drive Troy, OH 45373  
Property Owner: James Hodapp Jr.  
Scope of Work: New Roof/Spouting and Cabinets  
Contractor: Sowers Construction  
Grant Award/Purchase Order Amount: \$21,650.00  
Source of Funds: PY 2017 CHIP, Rental Home Repair  
CDBG Housing Revolving Loan Fund (Program Income)

Loan Terms: \$21,650.00 to be distributed between a \$10,825.00 deferred loan (50% declining each year-CDBG Grant) and a \$10,825.00 direct loan to be repaid at 4.25% interest over a two (2) year period (CDBG Program Income).

One activity of the Miami County PY 2017 Community Housing Impact and Preservation Program is the 1513-1515 Saratoga Drive Troy, OH 45373 Rental Home Repair Project. It is a requirement that a landlord who accepts PY 2017 CHIP Home Repair funds to rehabilitate rental units must sign a Landlord Agreement with the Board of Miami County Commissioners. The Landlord Agreement sets forth the regulations the landlord must follow in order to receive the requested funding. There are sufficient funds remaining in the PY 2017 CHIP Rental Home Repair budget and the County's CDBG Program Income revolving loan fund to undertake said project. That such loan award is made to the aforementioned property owner(s) so that a purchase order can be issued for the contract between the property owner(s) and contractor. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea.

RESOLUTION NO. 18-10-1373

Mr. Evans moved and Mr. Simmons seconded the motion to authorize Kenny Artz, Miami County Emergency Management Agency Director, to submit the attached the attached FY 2018 EMPG Grant application to be submitted to the State of Ohio. Kenneth Artz, Miami County Emergency Management Agency Director, requests authorization by the Board to submit the attached FY 2018 Emergency Management Performance Grant (EMPG) Application to the State of Ohio, for a grant request of \$84,341.00 (50% local match required). The grant period is from October 1, 2018 to June 30, 2019. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea

RESOLUTION NO. 18-10-1374

Mr. Simmons moved and Mr. Evans seconded the motion to accept the FY 2016-2018 HMEP Grant award in the amount of \$7,500.00 (\$6,000 Federal award and \$1,500 local match) for a grant period from October 1, 2016 to September 30, 2019, as requested by EMA Director, Kenny Artz. On September 20, 2018, by Resolution No. 18-09-1191, the Board of Miami County Commissioners authorized the Local Emergency Planning Committee (LEPC) Information

Coordinator, Art Blackmore, to submit an FY 2016-2018 (24<sup>th</sup> Year) Hazardous Materials Emergency Preparedness (HMEP) application to the Ohio EMA, for a grant request of \$7,500, funds to with a 20% local match, performance period being October 1, 2016 through September 30, 2019. Funds would be used to conduct a hazardous materials commodity flow study. the Ohio EMA sent the County the attached Grant Agreement notifying Miami County EMA of their \$7500.00 award (\$6,000 Federal award and \$1,500 local match). The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea.

RESOLUTION NO. 18-10-1375

Mr. Evans moved and Mr. Simmons seconded the motion to accept the attached quote from Stanley Steemer, Troy, Ohio and authorize the Facilities and Operations Department to purchase a Tennant T1 Microscrubber (hard surface floor scrubber) to be used for tile and VCT cleaning, especially during the winter months when foot traffic brings a lot of salt and debris into the lobbies of the County buildings. The cost shall not exceed \$2,335.00 (includes delivery) which will be paid from Fund 001-060. Multiple quotes were received: Brown Supply, Lima, Ohio - \$2,560.00; Caliber Equipment (online) - \$2,695.00. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea

RESOLUTION NO. 18-10-1376

Mr. Simmons moved and Mr. Evans seconded the motion to accept the resignation of Sarah Schamerloh, Child Support Case Manager for the Department of Job and Family Services, effective November 2, 2018. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea.

RESOLUTION NO. 18-10-1377

Mr. Evans moved and Mr. Simmons seconded the motion to authorize and sign the Employee Requisition to fill the upcoming vacant position of full-time Child Support Case Manager at the Department of Job and Family Services, at a pay rate of \$14.27 per hour. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea

RESOLUTION NO. 18-10-1378

Mr. Simmons moved and Mr. Evans seconded the motion to authorize and sign the attached individual funding agreements with the City of Troy, Ohio, Upper Valley Medical Center and Bruns Upper Valley Development, LLC declaring their financial commitments to the UVMC Waterline Extension Loop Project, as requested by the Sanitary Engineering Department. as stated as follows. The Upper Valley Medical Center (UVMC) is currently served by the North County Road 25A water system, and a secondary water supply is desired in order to provide a looped water system to UVMC to ensure uninterrupted water supply as UVMC is an emergency facility. On May 16, 2017, by Resolution No. 17-05-632, the Board of Miami County Commissioners authorized and signed an agreement with Access Engineering Solutions, LLC of Celina, Ohio to provide engineering services for the UVMC Waterline Extension Loop Project. Access Engineering Solutions, LLC of Celina, Ohio, pursuant to Resolution No. 17-05-632 dated May 16, 2017, has completed the preliminary design of the UVMC Waterline Extension Loop Project and the Sanitary Engineering Department now desires to submit an application to the Ohio Public Works Commission (OPWC) for Program Year 33 to receive grant and loan funding for a portion of said project. The UVMC Waterline Extension Loop Project is currently estimated to cost \$1,109,500.00 and is proposed to be funded as follows:

Ohio Public Works Commission Grant		30%
The City of Troy, Ohio		30%
Board of Miami County Commissioners	(Fund 436)	20%
Upper Valley Medical Center		10%
Bruns Upper Valley Development, LLC		10%; and

The City of Troy, Ohio, Upper Valley Medical Center and Bruns Upper Valley Development, LLC have expressed interest in funding a percentage of said project. The City of Troy, Ohio, Upper Valley Medical Center and Bruns Upper Valley Development, LLC and have each executed funding agreements. for the UVMC Waterline Extension Loop Project and the Miami County Sanitary Engineer has reviewed the attached agreements and recommends the Board authorize and enter into the attached individual funding agreements with the City of Troy, Ohio, Upper Valley Medical Center and Bruns Upper Valley Development, LLC declaring their financial commitments to the UVMC Waterline Extension Loop Project. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea.

**RESOLUTION NO. 18-10-1379**

Mr. Evans moved and Mr. Simmons seconded the motion to approve the attached 2019 Budget for Miami County Visitors and Convention Bureau as presented to the Board by . Diana Thompson, Executive Director of the Miami County Visitors and Convention Bureau, met with the Board of Miami County Commissioners on Tuesday, October 23, 2018. and presented the proposed 2019 operating budget for the Visitors and Convention Bureau (see attached budget). The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea

**RESOLUTION NO. 18-10-1380 Travel Training**

Mr. Simmons moved and Mr. Evans seconded the motion to approve the travel training as submitted. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea.

RESOLUTION NO. 18-10-1381 Then and Now Certificates

Mr. Evans moved and Mr. Simmons seconded the motion to approve the then and now certificates as submitted. The Board voted as follows upon roll call: Mr. O'Brien, Yea; Mr. Simmons, Yea; Mr. Evans, Yea.

RESOLUTION NO. 18-10-1382 through 18-10-1383 Transfers

Mr. Simmons moved and Mr. Evans seconded the motion to approve the transfers as submitted. The Board voted as follows upon roll call: Mr. Simmons, Yea; Mr. Evans, Yea; Mr. O'Brien, Yea.

RESOLUTION NO. 18-10-1384 Signatures Only:

Ohio Public Works Commission Appendix E – Disbursement Request Form and Certification – Disbursement Request No. 1 – Troy- Sidney Road Berm Stabilization & Overlay, CK11V - Engineer

Non-Disclosure Agreement – Department of Development

Mr. Evans moved and Mr. Simmons seconded the motion to approve the signatures only as requested. The Board voted as follows upon roll call: Mr. Evans, Yea; Mr. O'Brien, Yea; Mr. Simmons, Yea.

There being no further business to be transacted, the Board of Miami County Commissioners adjourned from the General Session at 3:19 p.m. on this 25<sup>th</sup> day of October 2018.

Respectfully submitted:  
Leigh M. Williams, Clerk

*Full minutes of the proceedings from this meeting have been digitally recorded.*