

THE BOARD OF DARKE COUNTY COMMISSIONERS MET IN REGULAR SESSION AT 1:30 P.M. WITH MEMBERS PRESENT: Commissioner Chairman Michael W. Rhoades; Vice Chairman Michael E. Stegall; and Member Diane L. Delaplane; Robin Blinn, Administrative Clerk/Secretary; Patty Harter, Asst. Clerk/Secretary; Jeff Marshall, Community Development/Grants Coordinator; Scott Zumbrink, County Treasurer; Marty Munchel, Maintenance & Grounds Coordinator; Project Engineer Susan Laux, of Mote & Associates; Alex Mikos w/TIGER Radio; DC Citizens Rick Perdue & Fred Dean

Mrs. Delaplane moved to approve the reading of the minutes of Wednesday, October 21, 2015; motion seconded by Mr. Stegall and all voted YEA.

IN THE MATTER OF RESOLUTION (R-273-2015) EXAMINATION AND ALLOWANCE OF BILLS

County Bills Approved

It was moved by Mr. Stegall and seconded by Mrs. Delaplane that the following resolution be adopted

The attached vouchers dated **October 26, 2015** for County Bills, including any "Then & Now" Certificates, in the amount of the General Fund **\$ 17,405.58;** Outside General Funds **\$ 269,760.13;** for a Grand Total of **\$ 287,165.71;** are hereby approved for payment.

Michael W. Rhoades

Michael E. Stegall

Diane L. Delaplane
Board of Darke County Commissioners

IN THE MATTER OF APPROVING THE "LETTER OF RECOMMENDATION" FROM PROJECT ENGINEER MOTE & ASSOCIATES FOR PROJECT KNOWN AS VILLAGE OF NEW MADISON-WATER TREATMENT PLANT ELECTRICAL POWER & CONTROLS UPGRADE AND SIGNING OF THE "NOTICE OF AWARD"

Mrs. Delaplane moved to approve the following "Letter of Recommendation" and the signing of the "Notice of Award"; motion seconded by Mr. Stegall and all voted YEA.

This letter is being written in response to the construction bids received on October 19, 2015 for the completion of the project referenced above which includes CDBG funding awarded to the County through a Critical Infrastructure Set-Aside grant. As you know, two lump sum bids were received for the project as follows:

Buschur Electric, Inc., Minster, Ohio	\$165,980.00
Calvin Electric, LLC, Arcanum, Ohio	\$195,000.00

Upon review of the bid packet submitted by Buschur Electric, Inc. all documentation appears to have been completed and submitted in accordance with the Contract Documents. We have met with the Village of New Madison Board of Public Affairs and the Village Council at their regular meeting held on October 19, 2015 to review the bids. After discussion with the Board of Public Affairs, the Council passed a motion to request award of the project to Buschur Electric, Inc. in the amount of \$165,980.00.

Based on the Bidder's qualifications and at the request of the Village of New Madison, Mote & Associates, Inc. recommends that the contract be awarded to Buschur Electric, Inc. for an amount of \$165,980.00. Should there be any questions, please feel free to contact me at (937) 548-7511.

Sincerely,
Susan Laux
Susan Laux

NOTICE OF AWARD (CONT.)

Owner: Village of New Madison, Ohio Contracting Authority: Darke County Commissioners
Engineer: Mote & Associates, Inc. Engineer's Project No.: NM08041913
Bidder: Buschur Electric, Inc. Project: Village of New Madison – Water Plant Electrical Power & Controls Upgrade
Bidder's Address: P.O. Box 107, Minster, OH 45865

TO BIDDER:

You are notified that Owner has accepted your Bid dated October 19, 2015, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: the Lump Sum Bid per Bid Form Section 00 41 43 The Contract Price of the awarded Contract is: \$165,980.00

[3] unexecuted counterparts of the Agreement accompany this Notice of Award, along with any Contract Documents to be executed.

You must comply with the following conditions precedent within 10 days of the date of receipt of this Notice of Award:

- 1. Deliver to Engineer [3] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Upon receipt and review of the Agreement, contract security, insurance certifications, and any other documents required for compliance with the Contract Documents, Engineer will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

By: Darke County Board of Commissioners

Handwritten signatures of board members over a horizontal line.

Copy: Engineer

IN THE MATTER OF APPROVAL FOR AGREEMENT BY AND BETWEEN SCOTT J. ZUMBRINK, TREASURER OF DARKE COUNTY, OHIO AND THE BOARD OF DARKE COUNTY COMMISSIONERS AND INNERWORKINGS FOR PREPARING OF REAL ESTATE TAX BILLS ETC.

Mr. Stegall moved to approve the following Agreement; motion seconded by Mrs. Delaplane and all voted yea.

Section I Employment

Darke County agrees to engage contractor to perform services described in Section II hereof. Contractor agrees to perform such services under the terms and conditions set forth in this contract. Except as otherwise provided herein, Contractor will be responsible for the means, methods, techniques, sequences, and procedures required to perform such services. However, Darke County and its representatives will at all times have access to the work and shall be permitted to inspect Contractor's workmanship. Contractor shall not sell, transfer or assign his right, title, interest or obligations hereunder.

Section II Duties

1. Scope. To provide for the production and mailing of the Tax Bills for the Darke County Treasurer's office. The processing of the Tax Bills shall include the production of the Tax Bills, outgoing envelopes, return envelopes, variable data printing of Tax Bills, programming, entry into the United States Postal System and a method to view the Tax Bill electronically.

2. Scheduling. The data will be provided by and made available from Darke County to Contractor on a schedule yet to be determined. The data is to be sent via FTP (File Transfer Protocol) to Innerworkings. The Tax Bill process will be processed and mailed in accordance with a schedule to be created and agreed upon by all parties at contract signing. The parties acknowledge that all such Tax Bills must be mailed on or before January 20th and June 15th of each year; provided, that if the actual quantity exceeds 6% maximum, there may be a delay in that portion of the mailing which exceeds 6%. Unless otherwise noted by Darke County, Contractor will mail all completed forms and advise the mail date of the remaining quantity.

AGREEMENT (CONT.)

3. Quantities. The estimated quantities and pricing (plus or minus 6%) is for 48,000 Tax Bills Annually. The actual quantity imaged and distributed will be reviewed upon completion of the mailing to decide if a decrease or increase in per piece is necessary. If it is determined that a decrease or increase is necessary it will be reflected on the invoice.

*Section IV
Project Cost*

As compensation for the Tax Bill Process services performed under this agreement, Darke County shall pay Contractor on a per piece basis upon the following schedule:

28,500 Mail Packages at	\$ 0.1865:	\$ 5,315.25
25,000 Additional Pages at	\$ 0.1150:	\$ 2,875.00
Total Amount:		\$ 8190.25

*Section XI
Entire Agreement*

This agreement constitutes the entire understanding between the parties. All representations and undertakings, whether oral or written, have been made. This Agreement may be changed only by a writing signed by

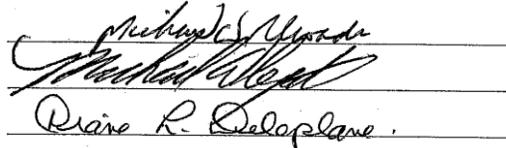
IN WITNESS WHEREOF, Darke County and Contractor have signed this Agreement in duplicate. One counterpart each has been delivered to Darke County and Contractor.

(ENTIRE AGREEMENT CAN BE SEEN IN FULL IN THE '15 CONTRACT AND/OR TREASURER'S FILES)

DARKE COUNTY
SCOTT J. ZUMBRINK,
DARKE COUNTY TREASURER



BOARD OF COUNTY COMMISSIONERS
DARKE COUNTY, OHIO



Approved as to Form:


Margaret Hayes, Assistant Prosecuting Attorney

IN THE MATTER OF QUOTES FOR REPAIRS AT THE NORTH END OF WAGNER AVE. GOVT. CENTER PARKING LOT FOR WATER DRAINAGE

The Commissioners were addressed by Maintenance & Grounds Supervisor Marty Munchel regarding the much needed repairs at the north end of the Plaza with water drainage. After discussion by the Board; Mrs. Delaplaine moved to approve the low quote from Erisman Excavation, LLC for \$20,000.00; motion seconded by Mr. Stegall and all voted YEA.

Erisman Excavating LLC
5535 Arcanum-Bears Mill Road
Greenville, OH 45331

Description	Total
DRAINAGE PROJECT [GOODWILL]	0.00
AS DRAWN AND SPEC'D. 5 CB'S, 406' OF HI-Q 12" PIPE, STONE, BLACKTOP ECT. CONCRETE AREA @ DOOR TO CB. TOTAL FOR PROJECT	20,000.00

IN THE MATTER OF RESOLUTION (R-274-2015) TRANSFER OF APPROPRIATIONS (VARIOUS)

WHEREAS, pursuant to R. C. 5705.38-40 and OAG Opinion #94-007; and
WHEREAS, Commissioners are requesting that appropriations, etc. be changed as follows, we therefore
RESOLVE, the following funds be changed as follows,

Appropriation line transfer use only:

R-274-2015 (cont.)

FROM:

TO:

DC Adult Probation: Unexpected expense

\$ 225.00	Travel & Lodging	#473-2124.532000	Membership	#473-2124.532030
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DC Auditor/Benefits: to cover advances for 2015 (to outside funds)

\$ 15,000.00	Workers Comp	#001-8031.511040	Advance Out	#001-8070.590000
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DC Sheriff: Payroll line short for 911 & insurance appropriation line short for Sheriff's jail employees

\$ 3,000.00	Health Insurance	#001-6020.511000	Salary	#001-6020.510020
\$ 55,500.00	Salary	#001-6010.510020	Health Insurance	#001-6010.511000

Mr. Stegall moved; and Mrs. Delaplaine seconded the resolution and all voted as follows:

Michael J. Alvarado (YEA)
Michael Stegall (YEA)
Quinn R. Delaplaine (YEA)
 Board of Darke County Commissioners

Robin Blinn
 Robin R. Blinn,
 Administrative Clerk/Secretary

IN THE MATTER OF RESOLUTION (R-275-2015) FUND ADVANCE (EMERGENCY PERFORMANCE GRANT)

WHEREAS, Commissioners are requesting that the following "Fund Advance" be completed: "Need to advance revenue to #481 2016 EMPG to cover beginning of year '16 payroll (will advance back in 2017)

WE DO HEREBY RESOLVE, the following "Fund Advance" be approved as follows:

<u>\$ 8,000.00</u>	From: #001-8070.590000 (Advance Out)	To: #481-1415.490000 (Advance In)
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Mrs. Delaplaine moved; and Mr. Stegall seconded the resolution and all voted as follows:

Michael J. Alvarado (YEA)
Michael Stegall (YEA)
Quinn R. Delaplaine (YEA)
 Board of Darke County Commissioners

Robin Blinn
 Robin Blinn,
 Administrative Clerk/Secretary

IN THE MATTER OF RESOLUTION (R-276-2015) FUND ADVANCE-BACK (DARKE Co. ADULT PROB.)

Fund Advance-Back

WHEREAS, Commissioners are requesting that the following "Fund Advance" back be completed: "Received Grant money (Advancing revenue back to Co. General); and

WE DO HEREBY RESOLVE, the following "Fund Advance" back be approved as follows:

DC Adult Probation: Original "Advance" done 10/7/15 (R-260-2015)

<u>\$ 6,000.00</u>	From: #116-2109.590000 (Advance Out)	To: #001-8070.490000 (Advance In)
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Mr. Stegall moved; and Mrs. Delaplaine seconded the resolution and all voted as follows:

Michael J. Alvarado (YEA)
Michael Stegall (YEA)
Quinn R. Delaplaine (YEA)
 Board of Darke County Commissioners

Robin Blinn
 Robin Blinn,
 Administrative Clerk/Secy.

IN THE MATTER OF RESOLUTION (R-277-2015) TRANSFER OF APPROPRIATIONS (VARIOUS)

WHEREAS, pursuant to R. C. 5705.38-40 and OAG Opinion #94-007; and WHEREAS, Commissioners are requesting that appropriations, etc. be changed as follows, we therefore RESOLVE, the following funds be changed as follows,

Appropriation line transfer use only:

FROM:

TO:

DC Commissioners: Transfer of funds to cover employee refunds of 'Health Insurance'

\$ 3,000.00	Consultant	#899-8032.533012	Refund Employee	#899-8032.570070
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DC Engineer: to cover costs of equipment

\$ 50,000.00	Vehicle + \$5000.	#137-3110.553010	M & E + \$5000.	#137-3110.553020
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DC Juvenile Court: Moving appropriations to cover expenses (Salary & Benefits for L. Gordin); moving approp. to cover Expenses-copier replacement; and to cover training expenses etc.

\$ 8,200.00	Salary	#001-2220.510020	Salary	#001-2220.510020
\$ 2,100.00	"	"	Health Insurance	#001-2220.511000
\$ 10.00	"	"	Life Insurance	#001-2220.511003
\$ 100.00	"	"	Medicare	#001-2220.511010
\$ 1,000.00	"	"	PERS	#001-2220.511020
\$ 50.00	"	"	Bene. Admin. Fee	#001-2220.511085
\$ 3,000.00	Contract Services	#123-2308.533030	Mach/Equip.	#123-2308.553020
\$ 1,000.00	Gas/Diesel	#429-2289.522000	Training/Education	#429-2289.532010

Michaels Resource Treatment Center: Need to cover Amelia Farmer term vacation

\$ 500.00	Workers Comp	#119-2240.511040	Term Vacation	#119-2240.511050
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Mrs. Delaplane moved; and *Mr. Stegall* seconded the resolution and all voted as follows:

Michael J. Delaplane (YEA)
Michael Stegall (YEA)
Quinn L. Delaplane (YEA)
 Board of Darke County Commissioners

Robin R. Blinn
 Robin R. Blinn
 Administrative Clerk/Secretary

IN THE MATTER OF AUTHORIZATION OF MEETING EXPENSES (DARKE Co. COMMON PLEAS AND JUVENILE/PROBATE COURT)

Mr. Stegall moved to approve the following requests; motion seconded by Mrs. Delaplane and all voted YEA.

#001-2100.532000(RECOMMENDED)
 Attending: Judicial Advisory mtg./Oct. 22, 2015/Tipp City, OH/Judge Jonathan P. Hein
 Transportation: \$25.60/Meals: \$35.00/Estimated total for meeting: \$60.60

#001-2100.532000(MANDATORY)
 Attending: OH Common Pleas Judge's Assoc. Winter mtg./Dec. 1-4, 15/Dublin, OH/Judge Jonathan P. Hein
 Transportation: \$84.00/Lodging: \$444.15/Meals: \$140.00/Registration: \$295.00/Estimated total for meeting: \$963.15

#001-2220.532000 - \$478.66/#001-2220.538127 - \$957.32 (RECOMMENDED)
 Attending: 2015 Celebrate Kids! Conf./Oct. 14-16, 2015/Columbus, OH/Kay Robbins, Delores Sleppy, Constance Pitts
 Lodging: \$373.66 x 3/Registration: \$105.00 x 3/GRAND TOTAL FOR MTG.: \$1,435.98
 (Per J.R. - forgot to put expense request in place before attending the meeting)

IN THE MATTER OF PAY INS

Pay In#082165	Received of Commissioners	Health/Wellness Refund	\$115.00
Pay In#082176	Received of Commissioners	County-Rental revenue (Crown Comm.-North Farm)	\$912.53
Pay In#082195	Received of Solid Waste	Tipping Fees (Republic Svc for Sept.)	\$95.64
Pay In#082196	Received of Solid Waste	Tipping Fees (Republic Svc for Sept.)	\$878.16

IN THE MATTER OF PUBLIC ATTENDEES COMMENTS/QUESTIONS

**Alex Mikos w/TIGER Radio: Question regarding the water problem out at the north end of the Plaza that affects Goodwill. How Does it affect it etc.? The Commissioners advised him that mostly the water stays around the front door and seems to seep in under the facility which in time causes damages to the tile floor. Also questioned if there was a policy in place regarding the preparation of the expense request being approved & in place before the start of the conference/meeting? The Commissioners advised at this time there is none.

MRS. DELAPLANE MOVED TO ADJOURN; SECONDED BY MR. STEGALL AND ALL VOTED YEA. THE MEETING WAS ADJOURNED AT 1:53 P.M.

MICHAEL W. RHOADES

ROBIN R. BLINN, ADMINISTRATIVE CLERK/SECY.

MICHAEL E. STEGALL

PATRICIA S. HARTER, ASSISTANT CLERK/SECY.

**DIANE L. DELAPLANE,
DARKE COUNTY BOARD
OF COMMISSIONERS**

IN THE MATTER OF FURTHER DISCUSSION BY THE BOARD

**Commissioners Rhoades and Delaplane attended a Darke County Communication Planning Committee mtg. held at the Darke Co. EMA.

**Commissioner Stegall spoke to a group of Edison State Community College Students regarding county government.