

February 12, 2009

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and approving the current bills. At 9:00 a.m. the meeting was called to order by President Justin L. Fallon. Roll Call: Mr. Justin L. Fallon present; Mr. Howard J. "Joe" Foster Vice-President, present; and Ms. Lois M. Snyder, Member, present.

President Fallon entertained a motion for approval of the February 5, 2009 minutes. Joe Foster made and Lois Snyder seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
Auditor	Larry Betz Terri Short	2/13/09	Nelsonville	CAAO District Mtg
JFS	Fred Childers David Carmin	2/13/09	Jackson	WIA Case Review

President Fallon entertained a motion to approve travel requests as submitted. Joe Foster made and Lois Snyder seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

ANIMAL SHELTER REPORT

Week Ending	Adopted	Reclaimed	Euthanized	Died of natural causes	Rescued	Destroyed in field	Total Month
2/8/09	1	0	7	0	5	0	13

OUR HOUSE MUSEUM BOARD APPOINTMENT

Joe Foster made and Justin Fallon seconds the motion to appoint Commissioner Lois Snyder to the Our House Museum Board. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, abstained.

MUNICIPAL SOLID WASTE LANDFILL FACILITY INSPECTION CHECKLIST

The Commissioners received a Municipal Solid Waste Landfill Facility Inspection Checklist for the inspection conducted at the Gallia County Sanitary Landfill on February 6, 2009. A comprehensive inspection was performed by John Nesbitt of the Gallia County Health Department. It was noted that the daily paperwork was in order and that the facility is averaging 125 tons per day with no violations found during the inspection. The report is kept on file in the Commissioner's office.

SEVERE WEATHER EMERGENCY POLICY

Joe Foster made and Lois Snyder seconded the motion to adopt a severe weather emergency policy. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea. Policy is as follows:

**GALLIA COUNTY
SEVERE WEATHER EMERGENCY POLICY
EFFECTIVE 2/12/2009**

1.0 Purpose

The severe weather emergency policy is designed to address situations that are deemed as a severe weather emergency. The policy is to benefit Gallia County and its employees by assisting individuals/departments with the proper supervision of employees during a severe weather emergency.

2.0 Scope

All appointing authorities covered under the Gallia County CORSA Insurance Program

3.0 Distribution

To all appointing authorities covered under the Gallia County CORSA Insurance Program

4.0 Definitions

Emergency Personnel – Employees who work in departments that respond to emergency safety and care of the public. (e.g. Sheriff's Deputies, EMS crews, EMA personnel, Dog Warden and Assistant Dog Warden, Emergency Communications personnel, maintenance personnel, road maintenance workers, etc.)

Severe Weather Conditions – Those conditions that have the potential of resulting in the loss of life or property. A severe weather condition or situation can consist of an event such as: tornado, flooding, high winds, or heavy storms that result in widespread power outages, winter storms, etc.

Severe Weather Watch/Warning – The issuance of a severe weather watch or warning is the responsibility of the National Oceanic and Atmospheric Administration (NOAA). These warnings are issued through the Emergency Alert System (EAS) and provide an operational public warning capability to national, state, and local governments.

Snow Alert Level 1 – Indicates that roads are hazardous with blowing and drifting snow or ice covered. Drive very cautiously.

Snow Advisory Level 2 – Indicates that roads are hazardous with blowing and drifting snow or ice covered. Drive on the roads only if necessary.

Snow Emergency Level 3 – All roads are closed to non-emergency personnel. No one should be out during these conditions unless it is absolutely necessary to travel. Those non-emergency personnel traveling on the roads may subject themselves to Prosecution.

Weather Advisory – Preemptive. Normally issued in advance of a weather watch. Indicates that radar reflects a weather front with existing conditions that are favorable for producing severe weather.

Weather Watch – Watch for possible arrival of severe weather. Watches are usually in effect for several hours and indicate that atmospheric conditions are favorable for these storms to develop. (Tornadoes or severe thunderstorms need not be present for a watch to be issued. Flood or flash flood watches are issued when widespread flood and/or flash flooding is possible, but not imminent. Watches are usually issued up to 18 hours in advance of possible flooding.)

Weather Warning – Take immediate action. Severe weather is imminent or is already occurring. Tornado or severe thunderstorm warnings are usually in affect for an hour or less. If a warning is issued for your area, take action immediately.

5.0 Policy

Notification Procedure

In the event a snow or other emergency is declared by the Gallia County Sheriff, or Severe Weather Watch/Warning is declared by the Gallia County EMA, the following procedures will take place:

1. In the case of a snow or other emergency, the Sheriff will notify Gallia County EMA of the snow or other emergency declaration and the level of the emergency.
2. Gallia County EMA will notify all county elected officials, EMS, and Fire Departments of the declared emergency.
3. In the event that a Snow Advisory Level 2 or Severe Weather Watch/Warning is declared, each elected official will individually decide whether his/her employees should report to work or be sent home and will notify Gallia County EMA of this decision.
4. In the event that a Snow Emergency Level 3 is declared, only emergency personnel essential to the situation are to report to work.

Board of Commissioners' Procedures and Compensation Policy

Commissioners' Notification Procedure

1. In the event that a Snow Advisory Level 2 or Severe Weather Watch/Warning is declared, the Gallia Board of County Commissioners will direct employees as follows:
 - A. Gallia County EMA will contact the Board of Commissioners and notify them of the situation,
 - B. The Board of Commissioners will make a decision to cancel or delay work or send employees home or not, and the Board of Commissioners will relay this decision to the Gallia County EMA,
 - C. The Gallia County EMA will notify the following of the Commissioners' decision:
 - a. Gallia County Administrator
 - b. Gallia County EMS Director
 - c. Gallia County 911 Director
 - d. Gallia County JFS Director
 - e. Clerk to the Board of Commissioners
 - f. Operator/Receptionist
 - D. Each director will notify his/her supervisors, lead employees and employees of the Commissioners' decision and direct those supervisors and lead employees to notify their subordinates of the Commissioners' decision.
2. In the event that a Snow Emergency Level 3 is declared, only emergency personnel essential to the situation are to report to work. The same notification procedure for Snow Advisory Level 2 or Severe Weather Watch/Warning will be utilized.

Compensation Policy

In the event that a Snow Advisory Level 2 or Severe Weather Watch/Warning is declared by the Sheriff or Gallia County EMA respectively, and the Board of Commissioners decides to close work for non-emergency personnel, or a Snow Emergency Level 3 is declared by the Sheriff, the following policy shall govern employees under the direction of the Board of Commissioners:

Employees will be compensated for the number of hours they were scheduled to work during the emergency period. Employees not scheduled to work because of scheduled vacation or sick leave will be charged for leave regardless of the declared emergency, unless otherwise stated in a union agreement or covered differently by office policy. If vacation or sick leave ends prior to the end of the declared emergency, no leave time will be charged for the remainder of the emergency.

If the Board of Commissioners decides not to close its departments, employees who are not able to report to work at their regularly scheduled start time due to inclement weather should contact their respective supervisor and request to use available vacation, compensatory time, or unpaid leave to cover the period not worked, unless otherwise stated in a union agreement or covered differently by office policy. The supervisor will decide whether leave is justified and approve of such leave. If the supervisor does not approve of the leave, and the employee does not report to work at the scheduled time, the employee will be considered absent without excused leave and may be subject to disciplinary action. Inclement weather is not a valid excuse for use of sick leave per Ohio Revised Code Section 124.38.

During weather emergencies, those agencies and/or departments required to maintain twenty-four hour or emergency service may continue to use available personnel beyond regularly scheduled hours to cover for non-available staff. Eligible employees required by their appointing authority to work beyond their regular shift shall be paid overtime as governed by the Gallia County Employee Handbook or their union contract. Emergency personnel working their regular shift schedule will be compensated at their regular rate of pay or as described in their union contract.

Appointing Authorities with statutory authority to set rates of compensation may establish their own weather emergency policy.

Emergency Personnel

County Administrator

- 1 Gallia County Jobs & Family Services Director, until notified as non-essential by the County Administrator or County Commissioners
- 2 Clerk of the Board of Commissioners, until notified as non-essential by the County Administrator or County Commissioners
- 3 Courthouse Switchboard Operator and/or Asst. Switchboard Operators, until notified as non-essential by the County Administrator or County Commissioners
- 4 Dog Warden, for emergency pages and care of dogs in the Kennel only
- 5 Assistant Dog Warden, for emergency pages and care of dogs in the Kennel only
- 6 Sewer Operator and Asst. Sewer Operator, in emergency situations only

Emergency Services Division

1. All operational (EMS, 9-1-1, EMA) personnel with the exception of the administrative staff (receptionist, office manager, etc.) personnel.

Building Maintenance Division

- 1 County Building Superintendent, until notified as non-essential by the County Administrator or County Commissioners
- 2 Asst. County Building Superintendent, until notified as non-essential by the County Building Superintendent
- 3 Facilities Manager, until notified as non-essential by the County Building Superintendent
- 4 Maintenance Staff, until notified as non-essential by the County Building Superintendent

This emergency policy shall take effect this 12th day of February, 2009.

Gallia County Commissioners

s/Justin L. Fallon, President

s/Howard Joe Foster, Vice-Pres.

s/Lois M. Snyder, Commission Member

CD/FCS EDUCATOR UPDATE

CD/FCS Educator Amy Corbin submitted several projects on the www.recovery.ohio.gov website. She left a message for City Manager Joe Woodall regarding the Farm Rd project but has not received a call back with the needed information and also called Rick Axline for the required information on the Jail project with no return call.

Amy also announced that the Gallia County Development website is up and ready to go; it can be found at www.gallianet.net/GCD.

Ms. Corbin suggested applying for the Revolving loan program. Commissioner Foster stated it would be an excellent tool for businesses that would be interested in our area and it needs to be explored and encouraged her to proceed.

LOCAL GOVERNMENT SERVICES CONTRACT

County Auditor Larry Betz submitted the annual contract renewal with Local Government Services, LLC for \$4400.00 2/1 thru 1/31/2010. Lois Snyder made and Joe Foster seconded the motion to approve the contract as recommended by Auditor Betz. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

CDBG B-C-07-025-2 GRANT AMENDMENT RESOLUTION

Lois Snyder made and Joe Foster seconded a motion to approve a letter to ODOD-OHCP requesting an amendment to Gallia County's B-C-07-025-2 HOME Grant noting that the reason for the changes are due to final project costs coming in under or above the original project cost estimates. Roll call votes: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

2/12/2009

Ohio Department of Development
Office of Housing & Community Partnerships
ATTN: Mike Hiler, Office Chief
P. O. Box 1001
Columbus, Ohio 43216-1001

RE: REQUEST FOR AMENDMENT TO B-C-07-025-2

Dear Mr. Hiler:

Please be advised that due to final project costs for Downpayment Assistance/Rehab coming in under the cost estimates utilized for grant preparation the amendments listed below are being requested in order to utilize all B-C-07-025-2 grant funds:

- Activity #1 – Private Rehabilitation – Original Budget \$139,600 – Changed Budget \$155,600
- Activity #4 – Downpayment Assistance/Rehab – Original Budget \$189,000 – Changed Budget \$173,000

Note: no changes are being made to the project outcomes or beneficiaries – only dollar amount changes are being made.

Gallia County will hold a public hearing on February 26, 2009 regarding the proposed amendments. Please forward to me at your earliest convenience (prior to 2/26/2009) the amendment form that needs to be signed by the Gallia County Commissioners so that this matter can be expedited prior to yearend.

Thanks in advance for your assistance in this regard. Please let us know if you have any questions.

Respectfully submitted,
s/ Justin L. Fallon, President
Gallia County Commissioners

cc: John Saunders, ODOD-OHCP RRS

2010 DOG TAG FEE RESOLUTION

County Administrator Karen Sprague reviewed a study of the Animal Shelter budget reflecting the amounts being collected at the current dog tag fee schedule is not sufficient to provide adequate operation of the Gallia County Animal Shelter as required by ORC. Current dog tag fees are \$5.00 per regular dog tag license and \$25.00 per kennel tag license. It was noted Gallia County currently has the lowest rates in the State of Ohio. Lois Snyder made and Joe Foster seconded a motion to approve an increase to the 2010 dog tag fees pursuant to the study presented; 2010 dog tag fees will be \$8.00 per regular dog license and \$40.00 per kennel license, effective December 1, 2010. Roll call votes: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

EARLY CHILDHOOD FAMILY CENTER

The following representatives met with the Commissioners to discuss ongoing issues at the Early Childhood Family Center: MRDD Superintendent Rosalie Durbin; Project Manager Bartley Mullins; Board Member Lance Clifford;

Tanner Stone-Holsinger-Donges Architects - David Stone; Dynamix representatives Bob Woodward, Brian Bowers & Stuart Schlotterbeck; AJ Stockmeister, Inc - Seth Stockmeister, Carrier Corp - Myron Ramage, JCI - Nathan Bowen, Heat Transtarr - Kyle Wise.

Commissioner Foster stated that we need to specify from the Project Manager's perspective what the system is lacking, then hear from those that are responsible for solving the issues. Mullins stated that he felt like Stockmeister was responsible for these issues since they subcontracted these areas.

Rosalie Durbin explained that they have been in the facility for over a year and have continued to have issues with the HVAC not operating to their satisfaction and utility bills higher than expected. They have brought in an objective third party (Kahoe Air Balance Co) to look at the air balancing to reduce operating costs and their report was submitted to those present. The Early Childhood Family Center Maintenance staff will also share details of what they have on a daily basis when they go to the site later.

Stockmeister stated that they were aware of the issues and they wanted to be part of the solution not part of the problem. They are aware of the box issues and getting the heat to kick on but was unaware they had moved one. He was just made aware of the air handlers and agrees there are some issues with the boxes. He has all parties present today that need to be part of this solution. A year ago we thought the system was complete and operating correctly; until this winter did we find out the air handler issues.

Fallon expressed his appreciation for Stockmeister wanting to be part of the solution but stated that we are currently costing the taxpayers daily for improper operational expenses and these issues must be solved.

Foster wanted a timeline for these issues. Stone explained that today we need to define what the problem is and how to get it resolved once we get onsite. Foster requested that they develop the timeline today.

Schlotterbeck thought this had been a communication problem and it was good to get everyone together today. We must be clear on what the problem is now, focus on setting them up and knocking them down with a timeline. He stated they can get the timeline done today.

Brian Bowers stated that he agrees with Mullins and what he said, but it wasn't designed to be the most efficient building with the money allotted. The system should work, the design principals are sound, whether it meets your obligation for the operational costs, may not happen. It is a solid system and is designed to work with the components you have. We must make sure it is adjusted, balanced and set up the way it should be to obtain optimal operation.

Carrier – provided installation of the rooftop unit, not the boxes. The will provide the manual documentation.

* 11:15 a.m. - Commissioners left for lunch; returned at 1:00 p.m.

PETROLEUM SERVICES PLUS

Lois Snyder made and Joe Foster seconded the motion to approve the upgrade of the fuel tank system. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea. They will cut the suction lines for all 5 tanks and raise the suction lines to the level requested. They will install new unions in the lines and start up each pump test. This includes labor, mileage, and materials at a cost of \$1,400.00 and \$200.00 to replace the motor in the Tokeim pump and \$30.00 for hose replacement on the pump.

GAAP CONVERSION – PRE ENGAGEMENT MEETING

The following were present for a pre-engagement meeting with Balestra Harr & Scherer regarding the GAAP Conversion. Robyn Roush, Shelly Jarrell, Jeff Adkins, Paul Covey, Larry Betz, Terri Short, Brett Boothe.

Senior Accountant Manager Robyn Roush explained that the purpose of the meeting is to gather information to compile the reports for 2008. They are compiling financial statements for 2008 and the federal statements for 2008. They will formally begin the project in March 2, 2009 with the anticipated completion date of May 30, 2009. There are no new accounting standards that will affect this year's report.

Executive Session

At 1:20 p.m. Justin Fallon entertained a motion to enter into executive session with County Engineer Brett Booth, County Auditor Larry Betz and Robyn Roush for legal issues. Joe Foster made and Lois Snyder seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea. Returned to regular session at 1:26 p.m.; no action taken.

Continuation of GAAP Conversion Pre-Engagement Meeting – Ms. Roush continued to review any potential issues with fraudulent cases such as personnel or employees.

Executive Session

At 1:27 p.m. Justin Fallon entertained a motion to enter into executive session with Robyn Roush for legal issues. Joe Foster made and Lois Snyder seconded the motion. Returned to regular session at 1:31 p.m.; no action taken.

Continuation of GAAP Conversion Pre-Engagement Meeting – Ms. Roush continued to review the issues that may affect the compilation report.

LETTERS OF SUPPORT

Joe Foster made and Lois Snyder seconded the motion to sign the letters of support for the City of Gallipolis in support of the Farm Road Phase II and the Sanitary Sewer CIPP Project. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

INFRASTRUCTURE ADVISORY COMMITTEE

Lois Snyder made and Joe Foster seconded the motion to form the Infrastructure Advisory Committee consisting of the following representatives: County Engineer, ODOT Director, County Commission President, City Commission President, Business representative, Economic Development Director, Village official, Gallia County Ohio Township Association President, Agriculture representative, Service Organization representative and CIC president. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

* 3:00 p.m. – Commissioners left the office for a Solid Waste Meeting in Wellston.

ADJOURN

At 5:10 p.m. President Fallon entertained a motion for adjournment. Joe Foster made and Lois Snyder seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

Justin L. Fallon

Justin L. Fallon, President

Terry Hemby

Terry Hemby, Clerk

Howard Joe Foster

Howard "Joe" Foster, Vice-President

Lois M. Snyder

Lois M. Snyder, Member

