

CREATE NEW FUNDS

10/4/09

JUV BIG Grant

Justin Fallon entertained a motion to request the County Auditor's Office to create a new fund for the grant titled "JUV BIG", give that grant fund number 144, and to appropriate the \$15,000.00 grant into line items as follows:

Expense line items needed are as follows:

Appropriate \$15,000 into 144.0144.530400 title Equipment

so, create one revenue line item for grant funds pay-ins as follows:

Create 144.3000.400100 \$15,000 JUV BIG Grant

Joe Foster moved and Lois Snyder seconded this motion. Upon roll call votes were as follows: Justin Fallon, yea; Lois Snyder, yea; and Joe Foster, yea.

*Justin L. Fallon*

Justin L. Fallon, President

*Terry Hemby*

Terry Hemby, Clerk to the Board

*Howard J. Foster*

Howard J. Foster, Vice President

*Lois M. Snyder*

Lois M. Snyder, Member

**NOVEMBER 19, 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 November 12, 2009 minutes. Lois Snyder made and Joe Foster seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

<b>Animal Shelter Canine Weekly Report</b>										
<b>Week Ending</b>	<b># IN</b>	<b>Adopted</b>	<b>Reclaimed</b>	<b>Euthanized</b>	<b>Died (Natural Causes)</b>	<b>Rescued</b>	<b>Destroyed (in field)</b>	<b># Out</b>	<b>In Foster Care</b>	<b>Remaining at Shelter</b>
11/16	29	2	1	6	6	9	0	18	3	37

**DAN EVANS INDUSTRIAL PARK SPECULATIVE BUILDING**  
**MEMORANDUM OF UNDERSTANDING**

Joe Foster made and Lois Snyder seconded the motion to approve the following Memorandum of Understanding: Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea.

**Dan Evans Industrial Park Speculative Building**  
**Memorandum of Understanding**

**Between the Gallia County Board of Commissioners and the Community Improvement Corporation of Gallia County**  
**(Hereinafter referred to as the "parties")**

WHEREAS, the parties desire to reach an understanding for joint collaboration in the construction and sale of a speculative building in the Dan Evans Industrial Park, and

WHEREAS, the Gallia County Board of Commissioners entered into a contractual agreement with the Ohio Department of Development, Industrial Site Improvement Fund, whereby the Gallia County Board of Commissioners will construct a speculative building in the Dan Evans Industrial Park and administer the Industrial Site Improvement Fund Grant, and

WHEREAS, the parties recognize the mutual benefits to be derived from jointly collaborating in the speculative building project as a means to create jobs and improve the economy of Gallia County,

Now, therefore, the parties do hereby record their understanding as follows:

Article I- Purpose:

The purpose of this Memorandum of Understanding (MOU) is to record that the parties agree to participate in an agreement pertaining to the construction and sale of a speculative building in the Dan Evans Industrial Park.

Article II – Elements of the Agreement:

- A. The Gallia County Board of Commissioners agrees to the following:
  1. Administer the Industrial Site Improvement Fund Grant.
  2. Purchase a 5.167 +/- acre lot in the Dan Evans Industrial Park at the appraised value of \$116,258 (amount included in the grant application).
  3. Oversee the construction of a 20,000 square foot or larger speculative building in the Dan Evans Industrial Park.
  4. Retain, from the property sale proceeds, the 25% local match, plus interest, taxes, title and/or recording fees, and other direct costs invested in the project.
  5. Work cooperatively with the Community Improvement Corporation of Gallia County to market the speculative building.
- B. The Community Improvement Corporation of Gallia County agrees to the following:
  1. Sell a 5.167 +/- acre lot in the Dan Evans Industrial Park for the appraised value of \$116,258 (amount included in the grant application).
  2. Work cooperatively with the Gallia County Board of Commissioners to market the speculative building.
  3. Assist the Gallia County Board of Commissioners in the oversight of the construction of a 20,000 square foot or larger speculative building in the Dan Evans Industrial Park, specifically the services provided by Mr. Robert Condee.
- C. Both parties agree to the following:
  1. Upon sale of the speculative building and lot in the Dan Evans Industrial Park, the net revenue (gross sales minus the 25% investment, plus interest, taxes, fees, and other direct costs) will be divided as such: the Gallia County Board of Commissioners receives 75% of the net revenue for future economic development projects (will be deposited in the county's ED fund) and the Community Improvement Corporation of Gallia County receives 25% of the net revenue for their marketing and construction oversight services.

Article III – Duration:

This MOU shall become effective upon date of final signature and shall continue until modified, amended or the property is sold. This MOU cannot be terminated, but can be modified or amended by unanimous agreement of the parties in writing.

Article IV – Communication:

Communication regarding this MOU shall be directed to the signatories.

AUTHORIZED SIGNATURES

**Gallia County Board of Commissioners**

**Community Improvement Corporation of Gallia County**

s/Justin Fallon, President 11/19/09  
s/Howard J. Foster, Vice-President 11/19/09  
s/Lois M. Snyder, Member 11/19/09  
  
s/Terry Hemby, Clerk 11/19/09  
Witness

s/Robert Jenkins, President 11/12/09  
s/Robert Foster, Vice-President 11/12/09

**CORSA RENEWAL**

Lois Snyder made and Joe Foster seconded the motion to sign the 2010-2011 County Risk Sharing Authority (CORSA) Renewal Application. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea. A copy of the complete application is on file in the Commissioners office.

**PROBATE – JUVENILE - BUDGET**

Juvenile Judge Thomas Moulton, Jr. and Director Greg Shrader met with the Commissioners to review their 2010 budget request. Commissioners noted a \$40,000 increase over last year's budget. Shrader explained that the 2009 budget had been decreased by \$25,000, which they were instructed to supplement from Title IV-D out of child support reimbursement funding; which is to be used for child support purposes. So the \$25,000 was built back into the 2010 budget request. In 2006 when Roger Walker left his position with the Court, his salary was not replaced by then Judge Medley; they have reinstated that position which reflects the increase in salary line item. In addition, the Chief Probation officer is also paid out of grant funds but should be coming from county funding.

Title IV-D process needs to be more effectively utilized in our county similar to how it is operated in neighboring Meigs County through the Children Services office. Commissioners encouraged them to contact the state to see if they could send someone down to show us how this could be accomplished in our County as well.

**DJFS - UPDATE**

Director Dana Glassburn submitted a copy of the new organizational chart which reflects the changes in positions since the layoffs. They are not meeting timelines like they use to (3-days) but they are meeting the state required 30-days.

He also updated them on the Angel Tree program which has been implemented at both K-Mart and Wal-Mart and is going well. They are meeting with Evans Enterprise to find vacant space to store the items received through this program.

Glassburn also advised that the JFS agency is offering a Dec 21 training course for tax preparation. This will be their second year to offer this assistance; they are currently seeking volunteers to come into the agency and work with low income citizens. They are offering space for this activity, so it will be available for use throughout the tax season. This is similar to Rio Grande's (VITA), Volunteer Income Tax Assistance program.

**EXECUTIVE SESSION**

At 10:28 a.m. Justin Fallon entertained a motion to enter into executive session with JFS Director Dana Glassburn for legal/personnel 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 10:38 a.m.; no action taken.

**VETERANS SERVICES ORGANIZATION - BUDGET**

Veteran's Services representatives Keith Jeffers, Dave McCoy and Richard Moore met with the Commissioners to review their 2010 budget request. The total requested is \$309,064.76 which is a \$15,000 increase over 2009. The increase is for salaries so they can continue to help veterans receive the deserved benefits and compensations. The more they can assist the Veterans in obtaining these funds; they in turn will have more to spend locally which is returned back to the county. They expressed their appreciation to the Commissioner for their continued support. The Commissioners expressed their appreciation as well for all the services they offer the Veterans of the county.

Regarding the possible location of a Health care clinic in our county, Jeffers stated they currently transport at least 4 times a week, twice to Huntington and twice to Chillicothe. We need to follow-up on the status and get something in our area. They ask the Commissioners to contact their state representatives. The Commissioners will follow up with Charlie Wilson in this regard.

They advised that their lease is up next year at their current location in the Spring Valley area; the County Administrator discussed the possibility of moving the Children Services office to the JFS facility on Third Avenue. This would leave the current Children Services facility vacant for the Veteran's Administration and allow the possibility of utilizing the old Children's Home for a Housing/Shelter area for Veteran's. Commissioners encouraged all present to discuss this with their boards and JFS to meet with Children Services to explore this opportunity.

**AIRPORT - BUDGET**

Airport board member Bret Little and Engineer Randy Breech met with the Commissioners to review their 2010 budget. They noted an increase in the fuel line item; most everything else remains the same.

Old hangar doors – we are awaiting on an estimate for repairs to three hangar door frames. Breech stated that new hardware and minor adjustments to the doors are also necessary.

New hangars – Breech stated that if we can bid out the loan and get the interest around three percent, we could borrow enough to repair the old hangars with the same quoted amount \$203,000, which would result in \$155 per month on hangar rent. This would add 8 new hangars, they currently have 16 rented.

**CHILDREN SERVICES - BUDGET**

Executive Director Russ Moore and Fiscal Officer Summer Martyn met with the Commission to discuss their 2010 budget. They continue with a positive cash balance, they have stabilized and are comfortable that things are proceeding as they should. They expressed their appreciation for the Commissioners support and assistance. They have no increases in the requested budget, they are watching expenses closely.

**RECORDER - BUDGET**

Recorder Roger Walker reviewed his 2010 budget request. He is allowing additional funds for a copier replacement, should that become necessary in 2010. Other things remain basically the same. He again mentioned the needed wall

repair due to an air conditioner leaking from the third floor several years ago; commissioners advised they would look into this.

#### COMMON PLEAS

Common Pleas Judge D. Dean Evans and Administrative Assistant Shari Van Gundy met to discuss their requested 2010 budget. Most things remain the same other than projected pay and health insurance increases. We are requesting supplemental appropriations for the current 2009 budget due to a recent retirement payout and the capital murder case costs. Fortunately the projected calculations weren't as bad as we first anticipated. The preliminary total for court costs is \$11,520; Judge expense \$1200, Special Deputy \$2500, extra man expense \$500, Clerk costs \$600 and the extra Court Recorder \$3800, nightly hotel costs for Jurors \$2,100. This does not pay for intangibles, such as probation officers and court reporter being tied up during the trial and not utilized in day to day business. Supplemental requests total is approximately \$5325. Commissioner suggested that Ms. Van Gundy meet with the County Administrator to work out the details of the supplemental appropriation.

#### CLERK OF COURTS - BUDGET

Clerk of Courts Noreen Saunders met to review her 2010 budget requests. She advised there could possibly be an increase in court costs which should make a difference in revenues. Clerk fees are averaging \$5000 to \$6500 per month. Clerk Saunders was adamant about the requested Salary lines providing for pay increases for her staff because of their increased work load. She explained that she herself is in the office and works everyday, which is considered an additional staff member yet they are still overworked. She has observed various other offices and does not see near the workload or activity. Saunders went on to say, her staff collects for several agencies and every transaction goes through her office and as the economy worsens their work load increases and she wants to compensate her staff accordingly or be able to hire an additional staff member. The Commissioners advised that a decision on pay increases has not been made; and will further be reviewed as we go through the next 20 to 30 days, watching sales taxes closely. Saunders also advised that there would be a shortage in postage this year due to the mail outs for the courts and increase in foreclosures; she has requested an increase in this area for 2010 as well.

Saunders expressed her concern over the Service Center Building and the security of this facility which is unacceptable and a procedure needs to be in place. She also voiced concern over the maintenance staff at this facility; Commissioners advised they would follow up on this report.

The BMV currently pays \$550 per month for the use of the parking lot and electric for the trailer. The state bus was recently broke down and they were told it would be after Thanksgiving until the part came in which means they had to send people to Jackson County which resulted in lost revenues for our County. They complained to the state and the bus was repaired the next week and she wondered if this should come up again, could we offer a room for this instead of losing the revenues.

Saunders also stated that the public needed to be made aware that the Department of Public Safety keeps the fees for all the mail in and online renewals. This information need to be out to the public that these are fees that we lose locally and encourage them to renew at the local office.

#### 911 STATUS UPDATE

Interim 911 Director Sherry Daines met to update the Commissioners of the 911 Agency. Everything is running smoothly; she has made contacts with all maintenance agreement holders and met with CAD, Ameritech and Voice & Data Network representatives. Radio services representatives will send her an itemized list of all equipment. She will be meeting with Sheriff to get an update on the MARC radio status and has talked to the Engineer this morning regarding the status of the mapping program. She advised that their union contract will expire 12/31/2010 and will be up for negotiations next year.

#### EXECUTIVE SESSION

At 1:22 p.m. Justin Fallon entertained a motion to enter into executive session with Sherry Daines for personnel issues. Lois Snyder made and Joe Foster seconded the motion. Roll call: Mr. Fallon, yea; Mr. Foster, yea; Ms. Snyder, yea. Returned to regular session at 1:35 p.m.; no action taken.

#### PROSECUTOR - BUDGET

Prosecutor Jeff Adkins met to review his 2010 budget request; his request remains the same as 2009. He also has extra funds left over and offered to pay for one half the cost of wallpapering the second floor. The January 2008 estimate was \$4,485.00; the Commissioners requested the County Administrator to get an updated estimate so we could make a decision to proceed.

#### ECONOMIC DEVELOPMENT

Economic Development Director Melissa Clark updated the Commissioners with ongoing projects. She advised that the Revolving Loan Fund Committee needs to be appointed; Commissioners gave her a list of potential candidates to contact to see if they would be interested in serving on the committee.

She also advised that she will send a request to all local banking institutions and request a loan interest rate quote for the proposed Industrial Park Spec building.

#### KANAUGA-ADDISON CONSTRUCTION CONTRACT AMENDMENT

The County Administrator presented the Commission with a request from Trimat Construction to work on Saturdays as needed for the Kanauga-Addison Sanitary Sewer Project. Joe Foster moved and Justin Fallon seconded a motion to include the following amendment in the contract with Trimat Construction. Upon roll call votes were as follows: Justin Fallon, yea; Joe Foster, yea; and Lois Snyder, yea.

- County will allow construction during Saturdays on the following conditions:
  - Approval given on a trial basis and if our office starts getting too many complaints we will revoke the option of working Saturdays
  - Only if crew has not worked 40 hours during Mon thru Fri

- o No work on Sundays under no circumstances
- o Trimat and all subs must make every effort to accommodate the residents when working on Saturdays, such as do not block driveways with equipment, etc. or for undue amounts of time and not put any undue burdens on the residents such as excessive noise, etc.

**KANAUGA-ADDISON PAYMENT RESOLUTION # 1**

The County Administrator presented the Commission with Payment Resolution # 1 for the Kanauga-Addison Sewer Project for the following items:

- Trimat Construction Pay Estimate # 1 - \$138,255.67
- Trimat Construction Pay Estimate # 2 - \$60,842.85
- Total = \$199,098.52

Joe Foster moved and Lois Snyder seconded a motion to approve payment resolution # 1 as submitted. Upon roll call votes were as follows: Justin Fallon, yea; Joe Foster, yea; and Lois Snyder, yea.

**KANAUGA-ADDISON BILLING SOFTWARE AND COUNTY SEWER TRUCK**

The County Administrator advised the Commission of approval from USDA-RD Christine Crowell for purchase of the following items from the project contingency line item as originally planned in the project cost estimate:

- CMI sewer billing software - \$13,316.00
- New county sewer truck through state cooperative purchasing – amount yet to be determined

Joe Foster moved and Lois Snyder seconded a motion to approve purchase of the sewer billing software from CMI for \$13,316.00 and for the County Administrator to obtain costs for the purchase of a new county sewer truck thru state cooperative purchasing. Commission further stated for the truck costs and particulars to be reported back to the Commission for final approval. Upon roll call votes were as follows: Justin Fallon, yea; Joe Foster, yea; and Lois Snyder, yea.

**FY 2010 DEFENSE OF INDIGENT AGREEMENT**

The County Administrator presented the Commission with the FY 2010 Defense of Indigent agreement with the Gallia County Criminal Defense Lawyers. It was noted the dollar amount for FY 2009 & FY 2010 were negotiated last year, however the Ohio Public Defender's Office will not recognize two year agreements. Therefore, a contract for only FY 2010 must be approved and submitted. The FY 2010 agreement includes a 6% increase over 2009 with the total agreement amount for FY 2010 being \$291,200. Payments will be made in monthly installments of \$24,266.66 for the first eleven months and \$24,266.74 for the month of December 2010. It was further noted Doug Cowles of the GCCDL has already signed the agreement as well as County Prosecuting Attorney Jeff Adkins. Joe Foster made and Lois Snyder seconded a motion to approve the agreement as submitted. Upon roll call votes were as follows: Justin Fallon, yea; Joe Foster, yea; and Lois Snyder, yea.

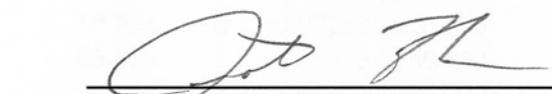
**FINAL PERFORMANCE REPORT**

**FY 2007 CDBG CHIP & HOME GRANTS (B-C-07-025-1 & B-C-07-025-2)**

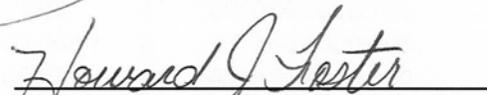
The County Administrator presented the Commission with the Final Performance Reports for the period September 1, 2007 thru October 31, 2009 for the County's FY 2007 CDBG CHIP & HOME Grants (B-C-07-025-1 & B-C-07-025-2), which must be submitted to the Ohio Department of Development. Justin Fallon entertained a motion that the Status Reports be approved and signed as presented. Joe Foster made and Lois Snyder seconded that motion. Upon roll call votes were as follows: Justin Fallon, yea; Joe Foster, yea; Lois Snyder. The form is on file in the County's CDBG grant files.

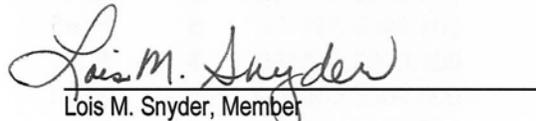
**ADJOURN**

At 3:00 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, President

  
Terry Hemby, Clerk

  
Howard J. Foster, Vice-President

  
Lois M. Snyder, Member