

WORKING MEETING

December 06, 2018

Convened: 9:00 AM

Present: Commissioner Gordon, Commissioner Vrablic, Commissioner Hazelbaker and Commissioner Norris.

Absent: Commissioner Kolcz

Also Present: Donald Reid of the Daily Reporter, Jim Measel-WTVB, Undersheriff Eichler, Sheriff Pollack, Teresa Kubasiak County Clerk, Treasurer Ann Vrablic, Complex Manager Scott Walls and Administrator Bud Norman.

It was noted that the committee would break at 9:20 am to set-up for the Jail Project interviews that would begin at 9:45 am. If all of the other items on the agenda were not addressed by that time, they would be addressed after the interviews. Item B on the agenda was removed.

The agenda was approved as amended.

PERSONNEL, PLANS & POLICY (Commissioner Norris)

Out of State Travel Request – Sheriff

Sheriff Pollack is requesting approval to travel to Washington, DC for the National Sheriff's Association conference to be held in February, 2019. The trip will be paid for from the Training Fund. The Committee Recommends:

Motion by _____ seconded by _____ to approve for the Sheriff to travel to Washington, DC to attend the National Sheriff's Association conference in February 2019.

SHERIFF & PUBLIC SAFETY (Commissioner Hazelbaker for Kolcz)

Sheriff Pollack stated that there is excessive overtime due to an inmate that was required to be transported to the hospital. Two officers were required to attend to this inmate due to his aggressive nature. They are still waiting for a bed at a facility that can handle the inmate.

HOUSE (Commissioner Hazelbaker)

There is an employee with 25 years of service who will be a recognized at a future Board meeting.

FINANCE Commissioner Vrablic)

Motion by _____ seconded by _____ that authorization is given to approve the following items by Consent Agenda: Bills & Accounts and Line Item Transfer-Sheriff Department.

Bills & Accounts

Administrator Norman presented a summary of the Bills and Accounts (Jail Operations-Board & Care-41%, Jail Operations Commissary Supplies-11%, Building Repair & Maintenance-9%, Attorney Fees-9% and Supplies-6%) to make up 76% of the invoices. There was an invoice in the amount of \$982.80 that was removed to be reviewed further. The Committee Recommends:

Motion by _____ and seconded by _____ to approve the Bills and Accounts in the amount of \$240,481.16.

Line Item Transfer Request – Sheriff Department

The Sheriff is requesting to transfer \$5,669 from line item 101-301-704.0000 to Line Item 101-301-976.0100. The Committee Recommends:

Motion by _____ seconded by _____ to approve the transfer of \$5,669 from line item 101-301-704.0000 to line item 101-301-976.0100.

2019 Special Fund Draft #3

Administrator Norman stated that the Special Fund Budget is balanced. The Indigent Defense Fund line has \$0 because we have not received any money from the State. They have requested more information to be provided to them.

2019 Appropriations Act

Administrator Norman presented the 2019 Appropriations Act resolution for review. Everything is the same as the previous year, except the dollar amount will change.

LEGISLATIVE **(Commissioner Gordon)**

Resolution-Opposition to SB 396 (Huron County)

A copy of a resolution from Huron County, in opposition of SB 396, which talks about exemptions on weight restrictions, was presented to the committee. The Committee recommends:

Motion by _____ seconded by _____ to support the resolution from Huron County opposing SB 396, as presented.

RFP Jail Project Interviews

The Administrator stated that only four companies will be interviewed for the jail project. One company dropped out at the last minute, due to the upcoming retirement of their architect. Each company would be allowed 30 minutes to present. After that, each committee member would ask two questions, scoring the company’s responses. The same questions were asked to each company. Administration would then total the scores and the results will be given back to the Committee for review and a decision will be made.

They committee took a recess at 9:22 am, so the first company to present, Elevatas, could set up. Their presentation and RFP is on file.

They returned to open session at 9:45 am.

They committee took a recess at 10:30 am, so the second company to present, Tower Pinkster, could set up. Their RFP is on file.

They returned to open session at 10:45 am.

They committee took a recess at 11:29 am, so the third company to present, BVK Group, could set up. Their RFP is on file.

They returned to open session at 11:45 am.

They committee took a recess at 12:35 pm for lunch.

They returned to open session at 1:30 pm.

The last company to present was BYCE & Associates. Their RFP is on file.

They committee took a recess at 2:15, retuning at 2:25 pm to finish the meeting.

2019 General Fund Draft #5

The Administrator stated that the 2019 budget is at a deficit of \$500,000 to \$1M at this point. There are four options for the committee to review. **1.** Approve all additional requests made by the departments. The deficit would be \$690,782.48; **2.** Approve W/O additional employee & vehicle requests. The deficit would be \$498,625.30; **3.** Approve W/O additional vehicles. The deficit would be \$573,782.48; **4.** Approve W/O additional employee request. The deficit would be \$578,622.30.

The Administrator was not able to provide the information on health insurance rates for 2019. He is still working with the carrier. The decision to go with a Hard Cap or 80/20 will have to wait.

It was suggested by one member to go with option 2 and revisit adding additional staff and vehicles sometime mid-year in 2019. The bonding has not been secured for the Jail project and there is concern that lowering our fund balance could affect out interest rate. Another member would like to see option 3 considered. The Administrator will bring back information at the next work meeting, so a decision can be made.

The meeting was adjourned at 3:53 pm.

Submitted by: Commissioner Vrablic Commissioner Gordon
 Commissioner Hazelbaker Commissioner Norris