

County Commissioners' Office  
Auglaize County, Ohio  
October 1, 2020

No           #20-381          

**IN THE MATTER OF AUTHORIZING THE PAYMENT OF THE COUNTY'S MANDATED SHARE OF PUBLIC ASSISTANCE FOR OCTOBER.**

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The Board of County Commissioners of Auglaize County, Ohio, met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, it is necessary to pay the county's mandated share of Public Assistance for October.

**THEREFORE, BE IT RESOLVED** that the Board does authorize the County Auditor to make the following payment:

**From: 001-0905-533500 – Public Assistance Grant**  
**Amount: \$ 5,120.34**  
**To: 006-0400-400101 – Public Assistance**

Commissioner Regula seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this 1st day  
of October, 2020

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

John N. Bergman yes  
John N. Bergman  
Douglas A. Spencer yes  
Douglas A. Spencer  
Don Regula yes  
Don Regula

cc: County Auditor  
✓ Jobs & Family Services

**IN THE MATTER OF AMENDING THE ANNUAL APPROPRIATION AS REQUESTED BY THE AUGLAIZE COUNTY SHERIFF.**

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The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, under date of January 2, 2020, the Annual Appropriation for Auglaize County was accepted, having been prepared with the 2020 Annual Amended Official Certificate of Estimated Resources which was given to the Board of County Commissioners by the County Auditor; and,

**WHEREAS**, County Auditor Janet Schuler informed the Board that an amendment was made to the Annual Amended Official Certificate of Estimated Revenue for the Handgun License Fund (020) by \$9,600.00; and,

**WHEREAS**, Auglaize County Sheriff requested that the Board amend the 2020 Annual Appropriation to reflect the following increase:

**Increase 020.0020.530600 (Contract Services) by \$9,600.00.**

**THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Auglaize County, Ohio, does hereby order the 2020 Annual Appropriation Resolution be amended to show the change as tabulated above.

Commissioner Regula seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this  
1st day of  
October, 2020

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

<u>John N. Bergman</u>	<u>Yes</u>
John N. Bergman	
<u>Douglas A. Spencer</u>	<u>Yes</u>
Douglas A. Spencer	
<u>Don Regula</u>	<u>Yes</u>
Don Regula	

cc:  County Auditor  
 County Administrator  
 Sheriff

**IN THE MATTER OF APPROVING THE SERVICE AGREEMENT WITH BUCKEYE EXTERMINATING, INC. FOR BIRD PROOFING THE COURTHOUSE; AUTHORIZING THE EXECUTION OF THE SERVICE AGREEMENT.**

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The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, the Board of County Commissioners desires to control the nuisance bird population on and around the Courthouse; and,

**WHEREAS**, Buckeye Exterminating, Inc. has, in the past, provided bird proofing to the satisfaction of the Board; and,

**WHEREAS**, a service agreement, in the amount of \$500.00, has been submitted to the Board of County Commissioners by Buckeye Exterminating, Inc. for an Avitrol treatment program for pigeon control on the Courthouse.

**THEREFORE, BE IT RESOLVED** that the Board of Commissioners, Auglaize County, Ohio, does hereby approve and authorize the service agreement as submitted by Buckeye Exterminating, Inc. for the Avitrol treatment program for pigeon control on the Courthouse; and,

**BE IT FURTHER RESOLVED** that the Board authorizes the execution of the agreement; and,

**BE IT FURTHER RESOLVED** that the Clerk of the Board encumbers \$500.00 for payment of the above approved agreement.

Commissioner Regula seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this  
1st day of  
October, 2020

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

John N. Bergman  
John N. Bergman

Douglas A. Spencer  
Douglas A. Spencer

Don Regula  
Don Regula

cc: Buckeye Exterminating, Inc.  
Courthouse maintenance personnel  
Clerk of the Board



# Buckeye Exterminating, Inc.

24018 US Rt. 224 • P.O. Box 246  
Ottoville, Ohio 45876-0246  
[www.buckeye1.com](http://www.buckeye1.com)

419-453-3931

1-800-523-1521

Fax 419-453-3937

**RECEIVED**

## SERVICE AGREEMENT

November 1, 2020

SEP 28 2020

Board of  
County Commissioners

This agreement has been made and entered into between Buckeye Exterminating, Inc., hereinafter to be known as the party of the first part and the Auglaize County Commissioners, hereinafter to be known as the party of the second part.

Party of the first part agrees to provide an Avitrol treatment program for pigeon control on the Auglaize County Courthouse. The party of the first part agrees to provide all labor and materials necessary when the time is optimum for the treatment to be made. The party of the first part will assume the primary responsibility of bird pick-up and disposal. Party of the second part will assist in the daily responsibility of bird pick-up.

In consideration of this agreement, the party of the second part agrees to pay the party of the first part the sum of \$500. Payment to be made within 30 days of invoicing.

Party of the first part carries Workers' Compensation Insurance and Public Liability/Property Damage Insurance to the \$5,000,000 limit.

  
\_\_\_\_\_  
Brian J. Beining  
Buckeye Exterminating, Inc.

9-25-20

Date

  
  
  
\_\_\_\_\_  
Auglaize County Commissioners

10.1.2020

Date

**IN THE MATTER OF APPROVING THE CONTRACT WITH POGGEMEYER DESIGN GROUP, INC. FOR PROFESSIONAL SERVICES FOR THE ADMINISTRATION AND IMPLEMENTATION OF PY 2020 COMMUNITY HOUSING IMPACT AND PRESERVATION (CHIP) PROGRAM GRANT.**

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The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, the State of Ohio, Ohio Development Services Agency (ODSA) Office of Community Development (OCD), provides financial assistance to local governments for the purpose of addressing local housing needs; and,

**WHEREAS**, the Auglaize County Board of County Commissioners has received a grant from the State of Ohio, Ohio Development Services Agency (ODSA) Office of Community Development (OCD) under the Small Cities Community Development Block Grant Community Housing Impact and Preservation Program (CHIP) for PY 2020; and,

**WHEREAS**, Poggemeyer Design Group, Inc. has submitted a letter contract to the Board for said firm to provide professional planning services to assist the County, for the maximum fee of \$101,000 (of which \$61,000 will derive from PY2020 Grant and \$40,000 from the County's HOME Housing Program Income) with the administration and implementation of its PY 2020 CHIP Grant; and,

**WHEREAS**, the Board of County Commissioners has reviewed the contract finding same to be in order and reasonable.

**THEREFORE BE IT RESOLVED** that the Board of County Commissioners, Auglaize County, Ohio does hereby approve the letter contract for professional planning services of Poggemeyer Design Group, Inc. for the administration and implementation of the PY 2020 CHIP Grant at the terms so specified in said contract; and,

**BE IT FURTHER RESOLVED** that said Board authorizes the President of the Board, John N. Bergman, to execute said letter contract.  
Commissioner Regula seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this  
1st day of  
October, 2020

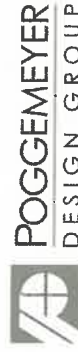
BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

John N. Bergman  
John N. Bergman

Douglas A. Spencer  
Douglas A. Spencer

Don Regula  
Don Regula

cc: Poggemeyer Design Group, Inc.  
Clerk of the Board



September 24, 2020

Commissioner John N. Bergman, President  
Auglaize County Board of Commissioners  
209 South Blackhoof Street, Room 201  
Wapakoneta, Ohio 45895-1972

**RECEIVED**

Re: PY 2020 CHIP Administrative Contract  
Auglaize County, Ohio  
PDG Job No.: 351000-00094

**SEP 28 2020**

**Board of  
County Commissioners**

Dear Commissioner Bergman:

Poggemeyer Design Group, Inc. (PDG) is providing this letter contract for your review and consideration. PDG proposes to provide professional planning services to assist the County with the administration and implementation (project soft costs) of its PY2020 CHIP Grant (hereinafter referred to as the "project").

The County shall be responsible for providing to PDG a detailed summary of the requirements for the project, including any special considerations or services needed.

Basic services provided under this contract will consist of administering and implementing the County's PY2020 CHIP Grant as outlined in the June 24, 2020 CHIP Grant Application and the subsequent executed grant agreement between the County and the State of Ohio's Office of Community Development (OCD). Specifically, PDG will provide CHIP technical assistance to County staff for the duration of the CHIP grant period with regard to federal program and OCD regulations. PDG will also be responsible for the following: preparation of the environmental review record document; CHIP loan intake and processing functions; providing preliminary and full property inspections and related activities; performing, when applicable, lead-based paint risk assessments with related reports, coordinating property pest inspections; preparing rehabilitation work specifications including applicable pest and lead specifications; preparing in-house cost estimates; scheduling and convening contractor walk-throughs; preparing contractor invitations to bid; carrying out construction management, including preparation of change order(s) and payment request(s) documentation; performing lead clearances with related reports; preparing punch lists, obtaining contractor release of liens and warranties; handling fair housing outreach and training sessions; and assisting with the preparation of status/performance reports associated with the CHIP.

If you believe that revisions and/or additional discussions/clarifications are necessary concerning the scope of this project and/or the services which our firm will provide, please contact this office as soon as possible.

PDG would complete these services following execution of this grant agreement in the time frame required for the PY2020 CHIP Grant Period which is thirty-two (32) months (from September 1, 2020 to April 30, 2023).

Our proposed fee for providing these basic services would be a time and expense fee based on PDG's current hourly rate schedule (enclosed as Exhibit C) with a maximum estimated fee of **\$101,000** including reimbursables (includes ODSA-required funds commitment for CHIP from Housing Program Income from both the County/City).



The breakdown of estimated costs are listed below:

	<u>CHIP</u>	<u>CHIP &amp; PI</u>
• Private Rehabilitation/Soft Costs (5 units)		
• Home Repair/Soft Costs (8 units)	\$ 24,000	\$ 40,000
• General Administration, coordination with OHPO, Health Department, other agencies, pest contractors, and walk-away costs for all CHIP activities	\$ 26,000	
• Environmental Review Record Document	\$ 5,000	
• Fair Housing	\$ 6,000	

Should additional work activities be required that are not included in the basic services described above or if the County's CHIP Grant is extended beyond the April 30, 2023 date, PDG would be able to provide this additional work based on its current hourly rate schedule.

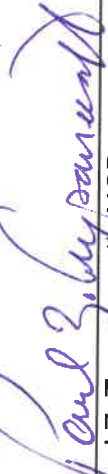
PDG will provide monthly invoices for services, with payments being due within thirty (30) days of receipt to avoid potential finance charges. PDG will begin work on the project upon receipt of this executed letter contract and will complete its services within the time frame specified above.

This letter contract, with Exhibits A (1 page), B (1 page), and C (1 page) represents the entire agreement between PDG and the County in respect to the project and may only be modified in writing after agreement by both parties. If this letter contract accurately reflects your understanding of our agreement, please sign the original and enclosed copy of this letter contract in the space provided below and return the original to PDG. This contract will be open for acceptance until October 19, 2020, unless adjusted by PDG or the County in writing.

If there are any questions, please do not hesitate to contact this office.

Sincerely,

POGEMEYER DESIGN GROUP, INC.

  
Paul Z. Tecpanecat/AICP  
Principal Owner

  
Michael Atharine, P.E.  
Senior Management Principal

Accepted this 1<sup>st</sup> day of October, 2020 by the undersigned who is duly and legally authorized to enter into such legal contracts for the above-referenced entity.

By: John N. Bergman  
Title: President  
Telephone #: 419-739-6710



## **EXHIBIT A**

### **1. OWNER'S RESPONSIBILITIES**

OWNER shall provide all criteria and full information as to OWNER's requirements for the project and shall give prompt written notice to PLANNER whenever OWNER observes or otherwise becomes aware of any defect in the work. The OWNER may designate representatives to act with authority on OWNER's behalf on various aspects of the projects.

### **2. REIMBURSABLE EXPENSES**

Reimbursable Expenses are included in the compensation fee for basic and additional services and are the actual expenses incurred by PLANNER or PLANNER's independent professional associates or consultants, directly or indirectly, in connection with the Project. These include expenses for: transportation; toll telephone calls; reproduction of reports; pictures, and similar Project-related items.

### **3. TERMINATION**

The obligation to provide further services under this Agreement may be terminated by either party (upon seven day's written notice) in the event of substantial failure by the other party to perform in accordance with the terms hereof, through no fault of the terminating party. In the event of any termination, PLANNER will be paid in full for all services rendered to the date of termination, all Reimbursable Expenses and termination expenses.

### **4. SUCCESSORS AND ASSIGNS**

OWNER and PLANNER each is hereby bound as are the partners, successors, executors, administrators and legal representatives of OWNER and PLANNER in respect to any covenants, agreements and obligations of this Agreement. Nothing contained in this Agreement shall prevent PLANNER from employing such independent professional associates and consultants as PLANNER may deem appropriate to help in the performance of services hereunder.

### **5. LIMITATION OF LIABILITY CLAUSE**

The PLANNER's liability to the OWNER for any cause or combination of causes is, in the aggregate, limited to an amount no greater than the total compensation earned under this Agreement.





**EXHIBIT B**

**1. CERTIFICATE OF OWNERS ATTORNEY**

I, \_\_\_\_\_ the undersigned, duly authorized and acting legal representative of \_\_\_\_\_, do hereby certify as follows:

I have examined the attached contract and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly executed by the proper parties thereto acting through their duly authorized representatives; that said representatives have fully power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

**2. CERTIFICATION REGARDING THE AVAILABILITY OF FUNDS**

Attest: I, \_\_\_\_\_, Treasurer of \_\_\_\_\_ hereby certify that the money to meet this contract has been lawfully appropriated for the purpose of this contract and is in the treasury of \_\_\_\_\_, or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Title: \_\_\_\_\_





# EXHIBIT C

## 2020 HOURLY RATES



### PROFESSIONAL SERVICES

Sr. Management Principal.....	\$165.00	Project Administration Assistant.....	\$100.00
Managing Principal.....	\$155.00	Housing Specialist.....	\$105.00
Principal Owner.....	\$147.50	Housing Specialist Assistant.....	\$65.00
Executive VP/Department Manager/ Senior VP .....	\$142.50	Housing Inspector .....	\$77.50
Vice President .....	\$142.50	Community Development Specialist.....	\$77.00
Sr. Project Manager .....	\$137.50	IT Manager .....	\$115.00
Project Manager .....	\$135.00	Administrative Support Specialist.....	\$57.50
Project Engineer/Architect .....	\$125.00	Administrative Assistant .....	\$65.00
Design Engineer/Architect .....	\$115.00	Graphic Design/GIS .....	\$105.00
Engineer/Architect Intern.....	\$95.00	Professional Surveyor .....	\$142.50
Sr. Designer.....	\$125.00	Crew Leader.....	\$125.00
Design Technician .....	\$115.00	Survey Crew w/Robotics .....	\$140.00
Sr. CAD Technician .....	\$95.00	Instrument Person .....	\$115.00
CAD Technician.....	\$75.00	Sr. Project Observer.....	\$77.50
Project Developer .....	\$115.00	Project Observer.....	\$67.50
Project Administrator .....	\$125.00	General Assistant.....	\$49.50
Project Coordinator .....	\$135.00	Sr. Intern.....	\$49.50
Environmental Planning Administrator.....	\$105.00	College Intern.....	\$42.50
Project Integrator .....	\$125.00		

- Mileage @ \$0.44 per mile
- Reimbursable expenses including irons, stakes, lath, phone, printing, photos and miscellaneous. Subcontracts are at actual cost. No minimum charges applicable.
- These hourly rates shall be adjusted annually in February of each year through the course of the contract.
- Includes CADD equipment.

**IN THE MATTER OF THE BOARD OF AUGLAIZE COUNTY COMMISSIONERS DECLARING AN EMERGENCY EXISTS, WAIVING COMPETITIVE BIDDING REQUIREMENTS AND AUTHORIZING THE APPROVAL OF THE QUOTE FROM NEW KNOXVILLE SUPPLY CO FOR THE NECESSARY PROJECT G1 CELL HVAC ISOLATION PROJECT AT THE LAW ENFORCEMENT CENTER USING CARES ACT FUNDING.**

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The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, on or about September 15, 2020, the Board of Auglaize County Commissioners, Sheriff Allen Solomon and Maintenance Supervisor Rick Bice discussed the following for a G1 Cell HVAC Isolation room project which is located at the Law Enforcement Center building. The necessity to isolate any confirmed or suspected inmates with COVID-19 while providing a safe environment for those inmates; and,

**WHEREAS**, the Board of County Commissioners authorized Maintenance Supervisor Rick Bice to contact three companies to get quotes for the G1 Cell HVAC Isolation Room Project; and,

**WHEREAS**, Maintenance Supervisor presented to the Board the following three quotes:

The Perfection Group, Inc.	\$87,704.00;
New Knoxville Supply co.	\$91,965.00;
Perry's Heating & Air Conditioning	\$95,935.00.

**WHEREAS**, the Board of County Commissioners, concur with the determination that delaying the award of contracts to competitive bidding processes with respect to contracts for the purpose of completing the work for the building would not be in the best interest of the public; and,

**WHEREAS**, the Board of County Commissioners pursuant to the ORC 307.86 (A) specifically find that the emergency results from unforeseen circumstances beyond the control of the county and that this presents a real and present threat to the proper performance and essential functions of the Law Enforcement Center and will likely result in loss of funding from the CARES Act Grant and pose potential risk to the health, safety and lives of employees and inmates at the Law Enforcement Center if the project does not taken immediately; and,

**WHEREAS**, the Board of County Commissioners believes the quote from New Knoxville Supply to be the lowest and best in light of the circumstances and timeline of this project and hereby selects New Knoxville Supply for this project.

**NOW, THEREFORE, BE IT RESOLVED**, the purpose of this resolution is to document the emergency project and emergency contracting, without following any competitive bidding requirements; and,

**BE IT FURTHER RESOLVED**, the Board of County Commissioners is authorized to enter into any agreements necessary to complete the above mentioned project. All quotes or proposals entered into by the Board of Auglaize County Commissioners are hereby ratified and confirmed as in compliance with the terms of this resolution; and,

**BE IT STILL FURTHER RESOLVED**, the Board of County Commissioners is authorized to approve the quote in excess of \$50,000.00 for the purpose of completing the emergency G1 Cell HVAC Isolation Room Project that is the subject of the resolution.

Commissioner Regula seconded the Resolution and upon the roll being called. The vote resulted in the adoption of the Resolution as follows:

Adopted this  
1st day of  
October, 2020

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

John N. Bergman, yes  
John N. Bergman

Douglas A. Spencer, yes  
Douglas A. Spencer

Don Regula, yes  
Don Regula

cc: New Knoxville Supply  
/ Sheriff

/ Auditor

County Commissioners Office  
Auglaize County, Ohio  
October 1, 2020

NO.            #20-386

**IN THE MATTER OF AUTHORIZING THE COUNTY AUDITOR TO DRAW WARRANTS FOR THEN AND NOW CERTIFICATE PAYMENTS.**

\*\*\*\*\*

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 1st day of October, 2020.

Commissioner Spencer moved the adoption of the following:

**RESOLUTION**

**WHEREAS**, the practice of using “Then and Now Certificates” has been instituted by the County Auditor.

**THEREFORE, BE IT RESOLVED** that the Board of County Commissioners, Auglaize County, Ohio, the taxing authority for Auglaize County, having thirty (30) days to approve payment by resolution from receipt of “Then and Now Certificates”, does hereby approve the following:

<u>Check #</u>	<u>Amount</u>	<u>Vendor</u>
446345	\$ 699.00	LASERLINE MOBILE LASER
446361	\$29,910.00	JLM SERVICES LLC

Commissioner Regula seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this  
1st day  
October, 2020

BOARD OF COUNTY COMMISSIONERS  
AUGLAIZE COUNTY, OHIO

John N. Bergman  
John N. Bergman

Douglas A. Spencer  
Douglas A. Spencer

Don Regula  
Don Regula

✓cc: County Auditor