

## **MORGAN COUNTY COMMISSIONERS RIECKER BUILDING**

The Board of Morgan County Commissioners met in their offices Monday, February 29, 2016.

The meeting was called to order at 8:30am with the pledge of allegiance to the flag.  
The minutes of February 22, 2016 were read and approved.

Mike Reed, President  
Adam Shriver, Vice-President  
Tim Vanhorn, Member

**16-094-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to approve the minutes of February 22, 2016.  
**Mr. Reed ye, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

*Vicki Quesinberry, Job and Family Services*

COG meeting on Monday, March 7, 2016 at 12 pm at Lori's. RSVP by March 3rd.

Doug Lumpkin's will be discussing the CCMEP (Comprehensive Case Management and Employment Program).

Have commissioner's sign formal resolution for lead agency for CCMEP.

Silver van update

*Shannon Wells-Development Office*

Submitted bills

**16-095-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to award Finley Fire Equipment \$15,220 for M+M Fire Department in the purchase of firefighting equipment. \$13,500 is 2015 CDBG award.

**Mr. Reed ye, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

**16-096-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to award Finley Fire Equipment \$13,918.40 for Chesterhill fire department in the purchase of firefighting equipment. \$13,500 is 2015 CDBG award.

**Mr. Reed ye, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

Discussed transit line of credit. The line of credit that is currently open, must be closed by March 23, 2016. Two quotes were received for new line of credit:

- 1) Peoples Bank Prime+\$100.00
- 2) Citizen's Bank prime minus one quarter (.25%) percent+\$200.00

**16-097-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to accept a new line of credit with Citizen's Bank with prime minus a quarter of percent plus \$200.00 for Transit 2016 budget

**Mr. Reed nay, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

**16-098-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to enter executive session at 10:55am pursuant to ORC 121.22 section (G)(1) Employment, Personnel.

**Mr. Reed ye, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

**16-099-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to exit executive session at 11:15am pursuant to ORC 121.22 section (G)(1) Employment, Personnel.

**Mr. Reed ye, Mr. Shriver ye Mr. Vanhorn ye Motion Carried**

***Becky Thompson-Dog Warden***

Submitted report-Filed Discussed possible fees to be applied when services of euthanization and the holding of animals for licensed dogs. the commissioners agreed to revisit this issue next week.

\*Mr. Shriver met with AEP did a walkthrough of the Riecker Building with Mr. Eltringham and Mr. Barnhart to see if any energy can be saved by installing energy saving light bulbs in the building.

***Katy Chapin, Deputy Auditor***

Mrs. Chapin discussed with the commissioners work she has completed with the safety committee. Now that more individuals have joined the committee, she noted the process should be much easier.

**Mr. Reed yea, Mr. Shriver yea Mr. Vanhorn yea Motion Carried**

***Jeff Babcock, Network Administrator***

On February 24, 2016, the IT Director attended the February Safety Council meeting in Zanesville. The guest speaker was Susan Beam, an audiologist with Genesis Hospital. The speaker gave a high level overview of hearing loss in the workplace, some possible causes of hearing loss, and reiterated the need to wear hearing protection.

Katy Chapin from the Auditor's office, who has been serving as the single point of contact for all things safety-related, discussed the need for more active participation in the county's safety program. The IT Director will start putting together a safety council composed of members from all offices in the county. A schedule has been drawn up with the various deadlines for safety meetings and activities and the safety council will start taking action on these items.

On February 23, 2016, there was a loud noise and electrical smell coming from the HVAC unit that services the old doctors office of the Riecker Building (RTU-2). Fearing the fan belt had broken again, the IT Director checked the unit on the roof, but did not notice any problems. It was also noted that there was a louder than usual transformer hum in the hallways inside the Riecker Building. The IT Director will follow up with AEP on this anomaly. During the past week, the IT Director had to add a new wifi device to the Sheriff's office wifi network. While this should be a simple task, the equipment utilized and the original setup of wifi in the Sheriff's office complicated the matter. This issue drove home the believe that the various wifi networks within the county buildings need to be standardized in order to gain the most benefit from mobile devices while retaining the security that is needed by the offices. The IT Director will start work on a plan to separate the wifi networks from the existing network and standardize their setup while retaining the security and functionality the users demand.

Working with technical support specialists at Tyler Technologies, a work-around was found for the Windows 10 incompatibility in IAS4 in the Auditor's office. By simply configuring the Auditor's office main printer as an older model of printer within Windows 10, the new officer was able to print all the information that he needed from within IAS4. This work-around is fine for now, but in the long-term, we will need to get an updated printer driver from Xerox or upgrade the version of IAS used by the Auditor's office. While this seems insignificant, this represents the first major problem the county has seen from a Windows 10 installation and emphasizes the need for caution when it

comes to operating system updates.

While going through the file holdings in the Commissioners' office to remove old files (in accordance with newly approved RC-2), the need for a reorganization the files became apparent. The IT Director will work with the Commissioners' Clerk to organize the files in a logical manner that will make it easier to locate necessary files and label all folders and drawers accordingly.

The IT Director will discuss the purchase of a 12-foot step ladder with the maintenance personnel in the Riecker Building and the Courthouse. The ladder will replace an older wooden ladder and will be used for work in the Community Room, outside, or in other areas where the current 6-foot or 8-foot ladders are too short or unsafe for use.

The IT Director or Alan Eltringham will contact another HVAC service technician for a quote on repairing the 75 ton rooftop unit that services the old Riecker Building (RTU-1).

**16-100-** Motion by Mr. Shriver and seconded by Mr. Reed to approve payment of bills. \*See attached

**Mr. Reed yea, Mr. Shriver yea Mr. Vanhorn yea, Motion Carried**

**16-101-** Motion by Mr. Reed and seconded by Mr. Shriver to adjourn the commissioners meeting at 4:00pm

**Mr. Reed yea, Mr. Shriver yea Mr. Vanhorn yea, Motion Carried**

**Mike Reed, President**

---

**Adam Shriver, Vice-President**

---

**Tim Vanhorn , Member**

---

---

**Sheila Welch, Clerk**

---