

**MORGAN COUNTY COMMISSIONERS  
RIECKER BUILDING**

The Board of Morgan County Commissioners met in their offices Monday, June 26, 2017.

The meeting was called to order at 8:30am with the pledge of allegiance to the flag.  
The minutes of June 19, 2017 were read and approved.

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

**17-269-** Motion by Mr. Reed and seconded by Mr. Vanhorn to approve the minutes of June 19, 2017.  
**Mr. Reed yea Mr. Shriver yea Mr. Vanhorn yea Motion Carried**

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***Bob First, Buckeye Hills Resource Conservation and Development RCN&D***

-August 2017 will mark the 50<sup>th</sup> anniversary of the Buckeye Hills Resource Conservation and Development (RC&D) Council. In early 1967, local leaders in Belmont, Monroe, Morgan, Noble and Washington Counties came together to form a multi-county group that could work on common issues and problems, and provide solutions that would be of benefit to all. Program sponsors include county commissions and soil and water conservation districts in each member county.

In August 1967, the newly formed group was given approval from USDA- Soil Conservation Service to begin a planning process that would address a wide range of issues and thus would allow several state and federal agencies to lend technical support and assistance to solve problems. The RC&D program was a way for USDA-SCS to provide their technical expertise to local units of government.

Buckeye Hills RC&D was the first authorized RC&D area in Ohio, and once the area plan was approved, moved forward on developing and implementing projects related to community development, protection of natural resources, water quality improvement and improving the standard of living for local citizens.

In 1983 Athens, Hocking, Meigs and Perry Counties were added to the RC&D area, making the 9-county area that exists today.

Over the past 50-year period, over 500 projects have been completed in the nine-county area. The four core work areas include natural resources protection, water quality and water quantity improvement, community and economic development, and tourism and water-based recreation development. Many quality projects have been installed, and are still in place today.

One of the best assets we've had for success has been the people involved with the program. Leadership and interest at the local level has always been invaluable in seeing projects become reality. Soil and water conservation efforts, community parks, dry fire hydrants and rural fire protection, abandoned mineland reclamation and water quality improvement, small business development, and recreation and tourism development are all projects that involved local people working to make their communities a better place to live.

Our 50<sup>th</sup> Anniversary Celebration event is set for Thursday, August 17<sup>th</sup> 2017 in Marietta. For further information, contact the RC&D office in Marietta. Plan now to be part of the recognition festivities.

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***Vicki Quesinberry, Job and Family Services***

-Submitted bills

-Starting the "Back to School Clothing" today. Program is running all week.

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***John Wilt, EMA***

- Continuing Review and Revision of County Emergency Operations Plan continues.
  - Continuing to work on inventory of grant purchases.
  - Local Emergency Planning Committee (LEPC) exercise planning continues. M&M Fire and EMS Stockport Fire, Morgan County Health Department, Morgan County Sheriff's Office, Morgan Twp., Ohio State Patrol, Morgan Local Schools, and Morgan County EMA are all involved. This has been an intensive planning process and there are a lot of moving parts.
  - Exercise will be held on Wednesday, the 28th, beginning at 1700 hours, details were sent via email.
  - I went to Meigs County EMA last week to pick up training cylinders for the exercise.
  - Evaluators for the exercise will be Gerry Beckner from Guernsey County EMA, Rita Spicer from Perry County EMA, Bo Keck from Muskingum EMA, David Dodd from Public Utilities Commission of Ohio Enforcement, and David Bailey. Controllers for the exercise are Bo Powell and Shawn Smith.
  - Building leaks-during any significant rainfall my office windows leak. It is probably a flashing issue-after it rains for a while it will from the top of the window. It is significant enough that I had to put tarps over the computer and my desk. The leaks are still there.
  - As soon as exercise is completed an after action report must be prepared, the Emergency Medical Performance Grant (EMPG) cash request is due, bid package for Commodity Flow Study must be sent out, and quarterly reports are due.
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***Shannon Wells, Development Office***

-The Roundabout Project was highly discussed. The following table is based on the funds that could potentially go toward the roundabout projects.

<b>Applicants</b>	<b>CDBG Amount</b>	<b>Matching Funds</b>	<b>Project Details</b>
P M&M Fire Department	\$13,500.00	\$444.00	Turnout Gear
Stockport Village	\$ 9,700.00	\$ 0.00	Benches, Trash Receptacles, swing set and see-saw
Morgan County Health Dept.	\$29,200.00	\$ 0.00	Handicap door openers, upgrades to restrooms, railings on steps, Handicap assessable water fountain
Chesterhill VFD	\$13,500.00	\$190.00	Nozzles and ground monitor
Stockport VFD	\$13,500.00	\$900.00	Turnout Gear
Village of McConnellsville	\$ 9,500.00	\$10,400.00	Replace street signs and traffic signs
Malta Village	\$10,000.00	\$508.00	Replace street signs
Sheriff	\$21,100.00		Handicap Ramp
Admin	\$30,000.00		
Total	\$150,000.00		

<b>Applicants</b>	<b>Plan B</b>	<b>Alternate</b>
M&M Fire Department	\$13,500.00	
Stockport Village		\$9,700.00
Morgan County Health Dept.		\$29,200.00
Chesterhill VFD	\$13,500.00	
Stockport VFD	\$13,500.00	
Village of McConn	\$ 9,500.00	
Malta Village	\$10,000.00	
Sheriff		\$21,100.00
Admin.	\$30,000.00	
Total	\$90,000.00	\$60,000.00

Roundabouts

USDA	\$200,000	Applied not committed. May not be awarded will know the end of June-How do we fill this gap?
ARC	\$250,000	Applied not committed. Will not know until later this summer hoping for a priority list letter
TID	\$250,000	Applied not committed. Should know the first two weeks of July.
NR Malta	\$300,000	Applied
NR McConnelsville	\$300,000	Applied
CIC	\$200,000	Committed
County Engineer	\$140,000	Committed
RLF	\$400,000	Committed
Total	\$2,040,000	

Could use \$60,000 from formula and another \$100,000 from CIC if USDA funding doesn't happen.

JobsOhio is still another option but Miba will need to be willing to commit to jobs.

-The total RLF Fund is \$421,000. Mrs. Wells recommended committing \$400,000 to the roundabout project. She believes by committing this amount, the project will be recognized as a high priority. Although the commissioners are still in full support of the roundabout project, they questioned Mrs. Wells on committing \$400,000 out of Revolving Loan Fund (RLF).

-The commissioners and Mrs. Wells agreed that without the roundabout project the walking path could cease to exist.

-The commissioners agreed to commit \$340,000 out of RLF. The three projects that will be taken out to assist in funding the roundabout project will be Stockport Village, Morgan County Health Department, Sheriff.

**17-270-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to apply to the Ohio Department of Development, Community Development Neighborhood Revitalization Program in FY2017 for the Village of Malta in the amount of \$500,00.

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

**17-271-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to apply to the Ohio Department of Development, Community Development Neighborhood Revitalization Program in FY2017 for the Village of McConnelsville in the amount of 500,000.

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

**17-272-** Motion by Mr. Shriver and seconded by Mr. Reed to rescind motion 17-251.

\* **17-251-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to approve CDBG FY 2017 allocation project list as submitted.

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

17-273- Motion by Mr. Shriver and seconded by Mr. Reed to apply for Community Development Block Grant (CDBG) Allocation Program in the amount of \$150,000.

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

17-274- Motion by Mr. Shriver and seconded by Mr. Reed to approve the following Residential Anti-Displacement and Relocation Assistance:

### Residential Anti-Displacement and Relocation Assistance Plan

#### General Information

An Anti-Displacement and Relocation Assistance Plan is required by all grantees prior to funding, whether or not demolition activities are planned. If you have not previously adopted a plan, utilize this format at a minimum to adopt a plan. If you have previously adopted a plan, you may submit an executed copy of that plan in lieu of completing this form (if your activities include demolition or conversion, you will need to get clearance from the Office of Community Development (OCD) prior to proceeding with any demolition or conversion. ATTACH INFORMATION REQUESTED IN THE FORM TO THE PLAN.

Ordinance or Resolution Number:  Date:

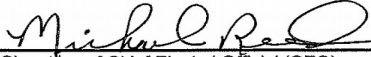
will replace all occupied and vacant occupiable low- and moderate-income (LMI) dwelling units demolished or converted to a use other than LMI housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, and as described in 24 CFR 570.488. HUD regulation have extended this requirement to the HOME program as well.

All replacement housing will be provided within three years of beginning the demolition or rehabilitation related to conversion. Before obligating or expending funds that will directly result in demolition or conversion, the community will make public and submit to OCD the following information in writing:

- A description of the proposed activity;
- The location of each site on a map and the number of dwelling units by bedroom size that will be demolished or converted to a use other than as LMI dwelling units as a direct result of the activities;
- A time schedule for the demolition or conversion commencement and completion;
- The general location on a map and approximate number of dwelling units by bedroom size that will be provided as replacement dwelling units;
- The funding source and a time schedule for providing replacement dwelling units;
- An explanation of how the replacement dwelling unit will remain a LMI unit for at least 10 years from the date of initial occupancy;
- An analysis determining whether a dwelling unit proposed to be demolished is occupiable or not; and
- An analysis determining whether a dwelling unit proposed to be demolished or converted is considered a LMI unit.

will provide relocation assistance, as described in 24 CFR 570.488, to each LMI household displaced by housing demolition or conversion of a LMI dwelling to another use as a direct result of assisted activities.

Consistent with the goals and objectives under the Act, the Community agrees to provide substantial levels of assistance to individuals displaced by HUD-assisted programs and will further seek to minimize displacing individuals as a result of assisted activities.

  
Signature of Chief Elected Official (CEO) CEO Name:   
CEO Title:

April 2017

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

- Transit TIGER grant application signature pages were submitted to the commissioners.
- Federal Emergency Management Agency (FEMA) closing Thursday June 29 with Mike Totman, Sandra Sicilian declined.
- Opera House OFCC submittal form-will work on in July.
- Miba 75 jobs-JobsOhio funding for roundabouts and other incentives.

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***Jenna Woodburn, County Employee***

- Discussed changes that are currently being made to the county policy.

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***Becky Aber, Health Department***

- I attended Training May 31st in Columbus. Both of these training sessions were extremely eventful and educational. The opportunity to network with fellow Health Departments keeps me informed of what "help" is out there. In regards to the Documentation that we are currently working on to be compliant with the PHAB standards, I have created several of the necessary tools that we have actually just put into place...sign in sheets, meeting agenda forms, job description templates. ect.
- With regards to some of the needed documentation, the Policy and Procedures will be tackled soon. I would like to be able to have the Board's help with planning on reviewing four Polices each meeting. From July Board meeting through December Board meeting we will be holding two meeting a month until I am confident that the documentation is updated. While reviewing said Polices, we will make any necessary updates/changes at that time. Approval by Board to advertise and hire a part-time Administrative Assistant. The position will be a contract position at 10 hours per week (20 per pay) with no benefits. This position is being created to work with me on getting documentation ready (Policy and Procedures, Job Descriptions, and whatever else is directed to them) for submission. This position will be available from August 1, 2017 to December 1, 2017. At that time, I will reevaluate what still needs to be and request more time if needed.
- I have made contact with Chad Brown, Accreditation Coordinator for Licking County Health Department, and asked for guidance from him. He, with his fellow staff have accomplished the Accreditation process and will offer great insight of where we are in our processes. He also serves as a Surveyor for the State of Ohio for Accreditation , so his input will be extremely helpful and **NEEDED**. I will present my proposal at out next Board meeting to bring him in as a consultant when needed.
- I have asked for an amendment to be make to our 2016 budget and also our 2017 budget to reflect a line item to be added to reflect the funds being set aside for the Accreditation process. This is being sent to Gary Woodward and Mark Howdyshell for their review.
- Senator Troy Balderson was here Friday June 2, 2017. I am very pleased with the staff that came in on their days off for this awesome presentation. I would say all in all that things are going good here and we are all working as a team.

- I submitted an application for some Grant money to be used to help us get our facility ADA compliant. Shannon Wells was very gracious to include us in the possibility of receiving some funding to help with this. At this time, I am waiting to hear of the award and what can be done for compliance.
- I am in the process of creating a "SCORECARD" that we can use as a measuring tool to track our services we provide. I will have that report for you next month. Also, the addition of a customer survey to our Facebook page and website is taking place. We will also provide paper copies for the customers here in the office.

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***Shannon Wells, Development Office***

17-275- Motion by Mr. Vanhorn and seconded by Mr. Shriver to untable Stockport bids for Community Center.

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

17-276- Motion by Mr. Vanhorn and seconded by Mr. Shriver to reject all bids.

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

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***Mark Howdyshell, Prosecutor***

-Discussed the progress of business loans.

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***Becky Thompson, Dog Warden***

-Submitted report-filed

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***Jeff Babcock, Network Administrator***

Several minor issues were fixed in the Coroner's office. First, the Coroner was unable to make outgoing calls. This was fixed by programming call loop buttons on her phone (outside lines). Second, a fax line was installed in the Coroner's office and connected to her fax machine. The fax machine was tested to verify that it would send and receive faxes. Finally, the Coroner's scanner was configured to scan via web scan on the Coroner's computer.

With regard to the contract buyout sent to Spectrum, they replied with a request that we send a copy of the final bill showing early termination of Internet service from Horizon Telcom Inc.

The Prosecutor's office procured several USB thumb drives to perform individual PC file backups. Scripts were written for each computer and placed on the thumb drives for the easy backup of individual user files.

The IT Director received a call from a concerned citizen about a bat waste problem at a church within the County. The IT Director shared some of the lessons learned from the bat removal and waste cleanup at the Courthouse and advised the caller to contact the Morgan County Health Department for more detailed information about protective equipment needed for cleanup.

The new contracts were received from Equivant for the installation of new case management software (CMS) in County and Common Pleas Courts and for the migration of data from the existing CMS. The contracts will be sent to the County Prosecutor to review.

The IT Director and Maintenance Supervisor will move forward with getting a condenser fan replaced on rooftop air-conditioning unit number

1 (RTU-1) and getting the coils serviced on RTU-2 and RTU-3. Advanced Heating and Cooling will do the work.

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***Robin Townsend, Aspen Energy***

- Discussed renewal rates and possibly signing a new contract. The current contract expires on July 1, 2017.
- The commissioners agreed to sign a four year contract.

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***Linda Sheets, Senior Center***

- Submitted bills

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**TRANSFERS, THEN & NOWS, & SUPPLEMENTAL APPROPRIATIONS**

**17-277-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to request the following transfers:

Please establish a new fund line item for the 2018 Phep Year which we will be receiving: \$31,241.50.

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

**17-278-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to approve the following:

Salaries	068-2018-5102.00	\$21,000.00
Supplies	068-2018-5303.00	\$ 75.00
Equipment	068-2018-5304.0	\$ 0
PERS	068-2018-5367.00	\$ 2,940.00
Medicare	068-2018-5368.00	\$ 305.00
Worker's Comp	068-2018-5369.00	\$ 0
Travel	068-2018-5307.00	\$ 180.00
Advertising	068-2018-5308.0	\$ 0
Other Expenses	068-2018-5309.00	\$ 3,641.50
Contract Serv.	068-2018-5306.00	<u>\$ 3,100.00</u>
		\$31,241.50

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

**17-279-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to request the following transfers:

Please transfer the following amounts to General Operating Expenses 052-2017-5303-00 from:

- \$391.00 Equipment 052-2017-5304-00
- \$216.50 Drug & Alcohol Testing 052-2017-5305-00
- \$100.00 Outpatient Treatment & Counseling 052-2017-5306-00
- \$365.00 Staff Training and Development 052-2017-5307-00
- \$200.00 Electronic Monitoring & GPS 052-2017-5308-00
- \$100.00 Residential Treatment 052-2017-5309-00

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

**17-280-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to request the following supplemental appropriations for fund 108 Mitigation Grant:

Closing Costs:	108-0108-5306-00	\$ 1,219.75
Property Acquisition	108-0108-5302-00	\$169,377.65

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

**17-281-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to request the following supplemental appropriation:

I hereby request a supplemental appropriation in the amount of \$1,014.90 in the Sheriff's Vehicle & Equipment 001-0601-5304-01. This money came from an insurance claim for a wrecked cruiser and was deposited into Sheriff's Clams 001-0601-4002.00.

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

**17-282-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to approve the following:

Concerning expense accounts for Felony Care and Custody funded by the Ohio Department of Youth Services Subsidy Grant for the Morgan County Juvenile Court: the following are the appropriations requested and corresponding expense line items:

<u>Line Item</u>	<u>Account Number</u>	<u>Amount</u>
Salary, Program Administrator	023-2018-5102.00	\$ 2,531.25
Salary, Probation Officer	023-2018-5102.02	\$ 20,316.40
Monitoring & Surveillance	023-2018-5301.00	\$ 3,000.00
Secure Detention	023-2018-5302.00	\$ 5,000.00
Travel, Conference, Misc., Maint.	023-2018-5307.00	\$ 7,000.00
Drug Testing Fees	023-2018-5308.00	\$ 500.00
Insurance	023-2018-5365.00	\$13,153.44
PERS, Program Administration	023-2018-5367.00	\$ 354.37
PERS, Probation Officer	023-2018-5367.02	\$ 3,656.95
Medicare, Program Administrator	023-2018-5368.00	\$ 3.67
Medicare, Probation Officer	023-2018-5368.02	\$ 29.46
Worker's Comp., Program Admin.	023-2018-5369.00	\$ 75.94
Worker's Comp., Probation Officer	023-2018-5369.02	\$ 609.49
		<u>\$56,230.97</u>

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

**17-283-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to request the following transfers of funds between line item expense accounts:

<u>From</u>	<u>To</u>	<u>Amount</u>
Secure Detention 023-2017-5302.00	Salary, Probation Officer 023-2017-5102.02	\$3,942.50
Secure Detention 023-2017-5302.00	Travel, Conf, Misc., Maint., 023-2017-5307.00	\$1,000.00
Monitoring & Surveillance 023-2017-5301.00	Travel, Conf, Misc., Maint., 023-2017-5307.00	\$3,000.00
Secure Detention 023-2017-5302.00	PERS, Probation Officer 023-2017-5367.02	\$ 900.00
Secure Detention 023-2017-5302.00	Medicare, Probation Officer 023-2017-5368.02	\$ 7.50
Secure Detention 023-2017-5302.00	Worker's Comp. P.O. 023-2017-5369.02	\$ 150.00

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

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**17-284-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to approve the receipt of May expense/revenue and statement of cash report from Morgan County.

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

**17-285-** Motion by Mr. Vanhorn and seconded by Mr. Shriver to approve payment of bills. \*See attached\*

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

**17-286-** Motion by Mr. Shriver and seconded by Mr. Vanhorn to adjourn the commissioners meeting at 4:00pm.

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

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**Mike Reed, President**

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**Adam Shriver, Vice-President**

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**Tim Vanhorn , Member**

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**Sheila Welch, Clerk**



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