

**MORGAN COUNTY COMMISSIONERS  
RIECKER BUILDING**

The Board of Morgan County Commissioners met in their office Monday, March 10, 2025.  
The meeting was called to order at 8:30am with the pledge of allegiance to the flag.

Cecil Mayle, President  
Heidi Maxwell, Vice-President  
Steve Best, Member

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The commissioners did the following over the past week:

-Commissioner Maxwell attended a Land Bank meeting Wednesday. She also attended a Buckeye Hill meeting Friday.

Commissioner Best attended a Convention and Visitor's Bureau on Monday evening. He also attended a Morgan Township meeting on Tuesday. On Friday, he attended a Bloom Township meeting.

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**25-155-** Motion by Mr. Best and seconded by Mrs. Maxwell to approve the minutes of March 3, 2025.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

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***Al Eltringham, Riecker Maintenance***

Bragg's started installing new carpet and as of Friday 12-27-24 the conference rooms on the 2<sup>nd</sup> and 3<sup>rd</sup> floors and the Treasurer's office are completed. They are moving to the Recorder's office 12-30-24 Commissioner's finished 1-2-25 Recorders Office is finished 1-10-25. Now working on the extension Office 1-8-25. Carpet will be replaced in the Auditors office 2-1-25 Auditors office Carpet replacement has been completed 2-2-25. Engineer is next to be done and they should start in March.

Advanced Heating and Cooling checked all 3 exhaust fans, 1 EF5 motor is locked up and will need to be replaced as well as EF6. EF7 was repaired by replacing the contactor transformer and pulling the fan cover away from the fan blades. (It's believed that ice fell from the main roof onto it bending the cover. 3-4-25

Advanced Heating and Cooling has sent Quote to replace 2 each exhaust fans and the replacement Compressor for RTU3. 3-6-25

Moved an awning from SPOT to the Dog Pound. 3-6-25

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***Heidi Burns, JFS***

Fraud Risk Assessment—OVER

Federal Budget

Travel/Meeting Requests:

- Joe Frazier to Woodsfield on March 13<sup>th</sup> for OMJ meeting
- Joe Frazier to Marietta on March 18<sup>th</sup> for OMJ Partner Meeting
- Joe Frazier to Marietta on March 13<sup>th</sup> for Business Advisory Meeting
- Joe Frazier to Sugarcreek on March 26-28<sup>th</sup> for Leadership Training Conference

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***Julie Gridley, Pound Keeper***

We had two dogs adopted this week and took in two dogs. We currently have four dogs as of Sunday March 9, 2025. A huge thank you to all the volunteers this week for coming to help out at the pound. These volunteers are so dedicated to the pound. Thank you so much for coming and spending time with dogs this week

A huge shout out to Susan Moody of S.P.O.T. She donated an awning for the pound to cover our front door. As soon as we get it up, no more getting wet when entering is exciting.

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**Dog Adoption**

The meeting discussed the adoption of dogs, mentioning that two dogs were adopted out, and currently, there are four dogs in total. A beagle was taken off the leash and ran away, but it was not specified if it was recovered.

**Acknowledgment of Donation**

Susan was thanked for donating an awning, which was appreciated and valued at \$197.

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***John Wilt, EMA; 911***

Ohio Emergency Operations Center coordination calls monthly on 3rd Thursdays at 1300 hours

Continuous review and revision of Emergency Operations Plans.

For the EMPG FY23 Q9 cash request in the amount of \$10,663.40 we received reimbursement of \$5,331.70 (50% per grant agreement). After processing this request, the remaining balance on this project is \$25,489.90 which will be de-obligated due to no matching funds.

Completing paperwork for FY24 EMPG that is due soon.

### **9-1-1 Report to Commissioners, 3/10/2025**

We are still having some issues with Guardian. ComTech has been responsive to most issues, but there are still issues outstanding. Working with the State, ComTech and Guardian to get the issues resolved.

Continuing to populate data for Sundance CAD. Dispatchers are using CAD in a practice environment currently. Looking to complete migration in next couple of weeks.

Weekly Readiness Calls with ComTech now monthly.

Continue working with APCO for Intellicomm implementation, guidecard review, training, etc.

The remodel of the Sheriff's radio room continues. New flooring has helped acoustics.

Still working with eDispatches to get Reinersville Fire on board and then transition the remaining departments.

We had a dispatcher vacancy that was filled with a former dispatcher.

Completed and submitted the 9-1-1 financial report for the State.

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### **Salary and Experience**

Discussion on not publishing specific salary ranges and concerns about verifying the experience of a candidate.

### **Grant and Financial Reporting**

Updates on the Emergency Management Performance Grant and financial reporting, including cash requests and remaining balances.

### **9-1-1 System Issues**

Ongoing issues with the 9-1-1 call handling system, particularly with mobile call mapping and address display.

**Sundance CAD System**

Progress on migrating to the Sundance CAD system for dispatchers, with plans to complete the transition soon.

**Telecommunicator Training**

All telecommunicators have completed basic training, and three are scheduled for EMD training.

**Sheriff's Office Remodeling**

Remodeling of the Sheriff's Office radio area is nearly complete, with improvements in acoustics and access control.

**E-dispatches and Fire Department Transition**

Efforts to onboard Reinersville Fire to e-dispatches and transition the rest of the fire department.

**9-1-1 Financial Report**

Submission of the 9-1-1 financial report detailing expenditures and state funding.

**9-1-1 Fee Increase Proposal**

Discussion on a proposal to increase 9-1-1 fees and concerns about equitable distribution of funds.

**Radio System and School Radios**

Plans to integrate school radios into the sheriff's office radio console and improve communication links.

**EMS Staffing and Response Issues**

Concerns about EMS staffing levels and response times, with suggestions for improving volunteer crew readiness.

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***Shannon Wells, Development Office***

ODOT contacted Shannon Wells on February 28, 2025 and confirmed the federal interest has been released on the property owned by the Morgan County Commissioners at 37 S. 5<sup>th</sup> Street., McConnelsville.

Shannon Wells testified before the House of Natural Resources Committee for H.B.96 in support of the ODNR budget on March 5, 2025. The Finance Committee meets this week and written testimony will be submitted.

Commissioner Steve Best and Shannon Wells attended a quarterly board meeting of the Morgan County Convention & Visitor's Bureau on March 3, 2025.

Jon Hensler from ODOT Jobs & Commerce contacted Shannon Wells about \$500,000 for TID's (Transportation Improvement District) to apply for road improvements. A call is scheduled for today at 1:00pm.

DLZ has expressed interest in submitting a proposal for interior rehab of the old transit facility for 911.

A meeting will be held March 10, 2025 at 10am with Miba Sinter to discuss new business.

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**25-156-** Motion by Mrs. Maxwell and seconded by Mr. Best to enter executive session with Shannon Wells at 10:58am pursuant to ORC. 121.22 section (G)(1) Employment, Personnel.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-157-** Motion by Mr. Best and seconded by Mrs. Maxwell to exit executive session with Shannon Wells at 11:03am pursuant to ORC. 121.22 section (G)(1) Employment, Personnel.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-158-** Motion by Mrs. Maxwell and seconded by Mr. Best to hire Mr. Adam Shriver for the position of Economic Development Project Coordinator

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***Becky Thompson, Dog Warden***

-Submitted report

-Full report can be found online at:

[https://www.morgancounty-oh.gov/dog\\_warden\\_reports.html](https://www.morgancounty-oh.gov/dog_warden_reports.html)

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***Tracey Simmons, Convention & Visitors Bureau***

See Attachment A

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***John Telesz, Engineer***

**25-159-** Motion by Mrs. Maxwell and seconded by Mr. Best to enter executive session with John Telesz at 11:13am pursuant to ORC. 121.22 section (G)(1) Employment, Personnel.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-160-** Motion by Mr. Best and seconded by Mrs. Maxwell to exit executive session with John Telesz at 11:15am pursuant to ORC. 121.22 section (G)(1) Employment, Personnel.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

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### **ARPA Grant and Infrastructure**

Discussion on the ARPA grant's role in infrastructure development, Concerns were raised about the cost and logistics of implementing infrastructure in remote areas.

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### ***Amber Wallace, Senior Center***

#### **Community Arts Program**

The idea of involving seniors in the community arts program is discussed.

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Plan for next week's meeting with clear objectives and ensure all participants are informed of the agenda and any preparatory work required.

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### ***Jeff Babcock, IT Administrator***

The IT Director met with most of the elected officials and department heads to discuss the move to Microsoft 365 Business Basics for the County's new e-mail service. Everyone was onboard with this move, though a couple of offices were concerned about the ongoing costs. Microsoft 365 Business Basics will cost \$6 per person per month.

Following discussions with elected officials and department heads, the IT Director met with sales representatives from Microsoft to discuss the features of Microsoft 365 Business Basics. The meeting was confusing and disappointing. The purpose of the meeting was to verify that the features the County wanted to use would be available on the Business Basic plan. However, the reps from Microsoft kept misunderstanding the request and eluding to the fact that the features we "wanted" were only available on the more premium plans. On the positive side, Microsoft mentioned that Morgan County would need to purchase this plan through a program partner, like Dell. Since the County already has a relationship with Dell, the IT Director will meet with them to discuss the features and services of the Business Basic plan.

The Maintenance Chief and IT Director met with Advanced Business Communications to survey the replacement of the fire alarm at the Morgan County Health Department and the installation of a new/updated surveillance system at the Riecker Building.

With holes in place for cabling in the Sheriff's office, the Sheriff's "paper serve" computer was moved from the 911 dispatchers' desk to the 911 supervisor's desk. A phone was also installed on the 911 supervisor's desk, though the phone jack will eventually need to be replaced with a jack that supports more devices.

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**Transfers, Then & Now, Supplemental Appropriations & Utility Applications**

**25-161-** Motion by Mr. Best and seconded by Mrs. Maxwell to approve the following:

The Engineers Office is requesting a supplemental appropriation in the amount of \$40,000.00 to be added to acc #016-00165301.00 Morgan MV Permissive Tax. This is due to the budget only being at \$35,000.00 and the total for WSP to complete the Old Iron Bridge Inspection and load rating calculations and reports being quoted at \$71,608.00. The \$40,000.00 appropriation plus this already \$35,000.00 already being budgeted will put this account at \$75,000.00.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-162-** Motion by Mrs. Maxwell and seconded by Mr. Best to approve the following:

The Engineers Office is requesting a supplemental appropriation in the amount of \$125,000.00 to be added to acc #004-0004-5316.00 Special Projects. This is due to the Richland Engineering quote for Fracture Critical Inspections of Morgan County Bridge.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-163-** Motion by Mr. Best and seconded by Mrs. Maxwell to approve the following transfer of appropriations:

From:

Equipment Line Item #057-2425-5304.00

To:

Probation Officers Salary Line Item #057-2425-5102.00

In the amount of: \$15,000.00

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-164-** Motion by Mrs. Maxwell and seconded by Mr. Best to supplementally appropriate \$30,000.00 to expense line 001-0102-5306.00 Auditor Contracts. Initial budget did not include the expenses for Software Solutions contracts totaling \$36,394.92 which had been previously paid with ARPA funding.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-165-** Motion by Mr. Best and seconded by Mrs. Maxwell to supplementally appropriate \$20,000.00 to expense line item #001-0804-5326.00 A8D3 Crippled Children.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-166-** Motion by Mrs. Maxwell and seconded by Mr. Best to request the following supplemental appropriations for fund 110 CDBG Fund:

110-2023-5301.00      B-F-23-1CA-1      \$708.49

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

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**25-167-** Motion by Mr. Best and seconded by Mrs. Maxwell to approve payment of bills. \*See attached\*

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**25-168-** Motion by Mrs. Maxwell and seconded by Mr. Best to adjourn the commissioners meeting March, 10, 2025 at 4:00pm.

**Mr. Mayle yea, Mrs. Maxwell yea, Mr. Best yea Motion Carried**

**Cecil Mayle, President**

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**Heidi Maxwell, Vice-President**

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**Steven Best, Member**

**Sheila Welch, Clerk**

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Attachment A:

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**Morgan County Convention & Visitors Bureau  
Minute Notes  
March 3, 2025**

Present: Clint Foreman, Shannon Wells, Tyrell Curtis, Steve Best  
Staff: Tracy Simons  
Absent: Brianna Mayle

Meeting called to order by Clint Foreman at 4:35 PM

Approval of the January 21, 2025, minutes: Motion to approve by Shannon Wells, motion second by Tyrell Curtis. All in favor, minutes approved.

**Financial report:**

Private account balance: \$2,150.56  
Public account balance: \$132,224.69  
Total balance: \$134,375.25  
January total balance: \$143,220.62

Director's Report: Attached

**Marketing Budget Update:**

Our total print budget for Great Lakes Publishing is \$3,580. Based off of feedback from the annual meeting, a quote from iTrack to manage our social media accounts (Facebook & Instagram) is \$2,880/6 months. It was proposed to use the print advertising money to fund 6 months with iTrack and re-evaluate at that time. Motion to approve by Clint Foreman, second by Tyrell Curtis, all in favor.

The Village of McConnelsville signs would cost the CVB between \$4,000-\$4,500 installed. Board agreed not to move forward with the project.

This year we're sponsoring a little league girls softball team.

**New Business**

The CVB is responsible to bond the Director and Treasurer. We received quotes from Mathew's Insurance in the amount of \$274/yr for \$200,000 and \$301/yr for \$250,000 worth of coverage. The board agreed to look into the option of bonding through the Morgan County company.

Acknowledgement of the informal minutes from the annual meeting. Motion by Steve Best, second by Clint Foreman, all in favor.

**Action Items**

**Election of officers**

President: Clint Foreman  
Motion by Steve Best, second by Shannon Wells, all in favor.

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**Vice President: Steve Best**

**Motion by Clint Foreman, second by Shannon Wells, all in favor.**

**Treasurer: Shannon Wells**

**Motion by Tyrell Curtis, second by Clint Foreman, all in favor.**

**Secretary: Tracy Simons**

**Motion by Clint Foreman, second by Tyrell Curtis, all in favor.**

**Amendment of the bylaws to add reappoint to Article III: Governance**

**Add reappoint to Article IV: Annual Meeting**

**To correct the name of the organization from Morgan County Visitors Bureau to Morgan County Convention and Visitors Bureau. Motion Shannon Wells, second Steve Best, all in favor.**

**Adoption of the Board Meeting Policy and Transparency Statement. Motion Steve Best, second Clint Foreman, all in favor.**

**Clint Foreman proposed the CVB sponsor \$600 for the band at this year's (2025) 4<sup>th</sup> of July Festival in the Village of McConnelsville. Motion Shannon Wells, second Steve Best, all in favor.**

**Next meeting TBD**

**Meeting Adjourned**

**Motion to adjourn by Steve Best, second by Clint Foreman. Meeting Adjourned 5:50 PM**

## **DIRECTOR'S REPORT MARCH 3, 2025**

### **Annual Meeting**

The annual meeting with the commissioners went well. I presented a PP presentation to educate the new commissioners and visitors on tourism, what we do, and how we do it.

We received feedback on our social media, so I've reached out to iTrack for a quote to manage our social media, Facebook & IG. It's on the agenda.

We are looking into education workshops for our lodging partners. I reached out to Cas Maxwell about speaking to AI, and Amy Smith said she could conduct training for SM for our partners.

### **Rick Welch Meeting**

#### **Bylaws**

We discovered that the current way the bylaws are written in Article III: Governance and Article IV: Annual Meeting doesn't have the word reappoint for members wanting to stay on the board. I've added this issue to Action Items to vote on to amend the bylaws to include the word reappoint to those sections. I then must take it to the commissioners for approval.

On our code of regulations under Section 7 Registration, #8 could be a liability to tourism and the county. He also would like a "Release of Liability" clause added to the document. I'm removing #8 and adding the clause. I will then send it back to Rick for review before taking it to the commissioners for amendment.

The old CVB did not have any policies or procedures to follow, including a Conflict-of-Interest Policy. We currently have a Conflict-of-Interest Policy but need to put together financial policies, governance & board policies etc. I have reached out to other CVB's in the state and have received policies from them.

Regarding transparency and our meetings. CVB's in the state of Ohio are considered private and our meetings do not have to be public. To address any

uncertainty, I created a Board Meeting Policy & Transparency Statement. I've added it to the agenda.

According to the bylaws the CVB is responsible to bond the Treasurer and Director. The commissioners may be able to bond us, but I also received quotes from Mathew's Insurance. It's added to the agenda.

Homer Township does not have to remit 1.5% of their tax back to the CVB. Their tax was put on prior to 1980.

The discussion of going into contract with AirBnb has been discussed over the last few years. Currently, in Ohio, only 2 counties do this. The issue is that you do not know which STR's they have collected from. We need to know who remitting tax. We could still require a reporting form to show that each property is in compliance and that their tax was collected from AirBnb. They would also still have to remit, by honor code, tax collected from other platforms.

#### Village Signs

Do we still want to proceed with the village signs. The village wasn't able to be invoiced until after the 1<sup>st</sup> of the year. The quote was from October, had tax on it, and will need to go to the village. I will have to get a new quote. Our cost, based on the last quote, would be \$4,000 to \$4,500 after the village pays \$2,000. I've added to the agenda.

#### Heritage Ohio

The 2-day stakeholder training was to take place 2-25 and 2-26 but was canceled. Frances, with HO, had a sudden death in the family and will reschedule.

#### OWR

OWR is having their 1 year anniversary celebration Friday, March 7<sup>th</sup>, 4-6 pm at the visitor center. They have asked people to submit their photos of MOCO and will be setting up an exhibit of them. Refreshments will be provided.

#### Lodging Registration and bed tax

We are almost ready to send out letters for the STR's in MOCO. We have the certificate paper, certificate, and application ready. We were waiting for the COR to be amended.

The Village of McConnelsville added a 3% tax. They will be remitting back 1.5% of that to the CVB. I will be reaching out to Donna Dixon, Mayor of Stockport, to see if this is something they are interested in doing as well.

#### HOFNOD

Due to the changes at Morgan Behavioral Health, the event has fallen back to Tracy and Brad Bond.

We will be donating the trophies again this year.

#### ORCA

The team from ORCA reached out to me regarding a grant they received for Morgan, Monroe, and Noble (RBDG). Rural Business Development Grant. They may be able to provide photography, create print items such as maps for our county.

#### Website

Our events calendar is almost live. Clinton Gessel brought in photos for me to use on the site.

#### Visitor Center

We are in our slow months at the visitor center. The total visitors for Jan & Feb is 65.

## **Board Meeting Policy**

### **1. Meeting Attendance**

Board meetings of the Morgan County Convention and Visitors Bureau are closed to the public unless otherwise determined by the board. However, members of the public may request to attend as a guest if they have a proposal they would like to present to the board. Requests must be submitted in advance for consideration. The board may also, at its discretion, invite non-board members, stakeholders, or community representatives to attend specific meetings or portions of meetings as guests.

### **2. Meeting Minutes & Reports**

Official meeting minutes are maintained for internal use and are not publicly posted. However, key takeaways and organizational updates may be shared through the CVB's public communication channels. Additionally, the Executive Director will provide quarterly reports at a commissioner's public meeting following each quarterly board meeting to ensure transparency and public engagement.

### **3. Public Engagement & Transparency**

While board meetings remain private, the CVB is committed to transparency through:

- Providing an annual report summarizing financial and programmatic outcomes at the annual meeting held the first Monday in February.
- Providing regular updates to community partners and local government stakeholders.
- Making reasonable efforts to respond to public inquiries regarding CVB initiatives and spending.
- Hosting an annual public meeting on the first Monday in February during the Commissioners' public meeting to share updates with the community.
- Sharing reports and information annually at the lodging meeting to keep stakeholders informed.

### **4. Review & Amendments**

This policy will be reviewed annually by the board and may be updated as needed.

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## **Statement on Board Meetings and Transparency**

The Morgan County Convention & Visitors Bureau is a private, nonprofit organization classified as a 501(c)(6). While we receive funding from lodging tax revenue, we operate independently and are not subject to Ohio's Open Meetings Act. Our board meetings are not open to the public,

allowing us to focus on strategic planning and operations that support tourism growth in Morgan County, Ohio.

However, we recognize the importance of transparency and accountability to our community, partners, and stakeholders. To that end, we provide periodic updates on our activities, financial standing, and strategic initiatives through:

- An annual report summarizing financials and key initiatives.
- Quarterly reports provided by the Executive Director at Commissioners' public meetings.
- An annual public meeting held on the first Monday in February during the Commissioners' public meeting.
- Reports and updates shared annually at the lodging meeting.
- Open communication with local officials, businesses, and tourism partners.

For inquiries about our work or financial reports, please contact,

Morgan County Convention and Visitors Bureau  
155 E. Main St.  
Room 147  
McConnelsville, OH 43756  
740.962.4909  
[director@visitmorgancountyohio.com](mailto:director@visitmorgancountyohio.com)





