

MARCH 2, 2017

The Gallia County Board of Commissioners met on this date for the purpose of approving the minutes of the previous meeting and current transfers, appropriations and bills. At 9:00 a.m. the meeting was called to order by President Harold G. Montgomery. Roll Call: President Harold G. Montgomery, present; Vice President David K. Smith, absent; Commissioner Brent Saunders, present.

The President entertained a motion for approval of the February 23, 2017 minutes. Brent Saunders made and Harold G. Montgomery seconded motion Roll call: Mr. Montgomery, yea; Mr. Smith, absent; Mr. Saunders, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
Commissioners	Harold G. Montgomery	2/27	Chillicothe, Ohio	CCAO Briefing
Clk. of Cts.	Noreen Saunders	3/14 & 3/15	Columbus, Ohio	OCCA Mtg
Sewer	Tommy Dillon	3/22	Athens, Ohio	Training

The President entertained a motion to approve travel requests as submitted. Brent Saunders made and Harold G. Montgomery seconded motion Roll call: Mr. Montgomery, yea; Mr. Smith, absent for vote; Mr. Saunders, yea.

2017 Canine Shelter Weekly Report														
Week Ending	Came in	Adopted	Reclaimed	Euthanized	Out to Rescue	MIA	Died (Natural or unknown Causes)	Destroyed (in field)	Total Out	Remaining at shelter	Out to County Foster	In from County Foster	Died in Foster (Natural or Unknown Causes)	Total in Foster
2/26	26	6	9	0	13	0	0	0	28	12	1	1	0	1

FEBRUARY 2017 FINANCIAL REPORT REVIEW

County Administrator Karen Sprague presented the Commission with:

- The January 2017 Financial Reports for comparison with the January 2016 Financial Reports. The following was noted during the review:
 - 1/1/2016 beginning cash balance was \$1,397,241.36
 - 1/1/2017 beginning cash balance was \$1,469,989.52
 - Difference of \$72,748.16
 - 2/28/2016 ending cash balance was \$651,069.61
 - 2/28/2017 ending cash balance was \$1,378,888.97
 - Difference of \$727,819.36
 - 2017 3RD Amended Certificate of Estimated Resources

PROCUREMENT PROCEDURES RESOLUTION

County Administrator Karen Sprague presented the Commission with updated County Procurement Procedures as required by the State Auditors. Harold Montgomery entertained a motion to approve the updated Procurement Procedures as presented. Brent Saunders moved and Harold G. Montgomery seconded this motion. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

**GALLIA COUNTY
PROCUREMENT PROCEDURES**

THERE is hereby established, by the board of Gallia County Commissioners, the following procedures regarding procurement for the County:

Gallia County will follow the Ohio Revised Code sections 307.86 through 307.92 with regard to state and local procurement laws and regulations as follows:

- Competitive Bidding Required - Exceptions ORC 307.86
- Renewing Leases for Electronic Data Processing Equipment, Services, or Systems, or Radio Communications System ORC 307.861
- Competitive Sealed Proposals – Procedure ORC 307.862
- Bidding Process for Franchises ORC 307.863
- Notice of Competitive Bidding ORC 307.87
- Bid Contents ORC 307.88
- Accepting Bids ORC 307.89
- Contract Award - Preferences 307.90
- Rejecting All Bids 307.91
- Contracting Authority Defined 307.92

Gallia County will also follow 2 CFR 200.317 through 200.326 with regard to procurement for Federal projects. In this portion below Gallia County is referred to as the "non-Federal entity".

Gallia County's Personnel Policy Manual has 2 sections regarding Ethics as follows:

- Section 4.02 Ethics of Public Employment
- Section 11.22 Ethics Law noting all Gallia County Officials and Employees must follow the Ohio Ethics Law and Related Statutes

Local Attorney's Review - The Prosecuting Attorney will review all procurement documents, contracts and procedures for compliance with state law and local procurement procedures. The attorney's certification will be attached to all relative documents.

FEDERAL PROCUREMENT STANDARDS**§200.317 Procurements by states.**

When procuring property and services under a Federal award, a state must follow the same policies and procedures it uses for procurements from its non-Federal funds. The state will comply with §200.322 Procurement of recovered *materials* and ensure that every purchase order or other contract includes any clauses required by section §200.326 Contract provisions. All other non-Federal entities, including subrecipients of a state, will follow §§200.318 General procurement standards through 200.326 Contract provisions.

§200.318 General procurement standards.

(a) The non-Federal entity must use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the standards identified in this part.

(b) Non-Federal entities must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.

(c)(1) The non-Federal entity must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity.

(2) If the non-Federal entity has a parent, affiliate, or subsidiary organization that is not a state, local government, or Indian tribe, the non-Federal entity must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the non-Federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) The non-Federal entity's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

(e) To foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government, the non-Federal entity is encouraged to enter into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services.

(f) The non-Federal entity is encouraged to use Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.

(g) The non-Federal entity is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering is a systematic and creative analysis of each contract item or task to ensure that its essential function is provided at the overall lower cost.

(h) The non-Federal entity must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources. See also §200.213 Suspension and debarment.

(i) The non-Federal entity must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

(j)(1) The non-Federal entity may use a time and materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time and materials type contract means a contract whose cost to a non-Federal entity is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Since this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the non-Federal entity awarding such a contract must assert a high degree of oversight in order to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) The non-Federal entity alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the non-Federal entity of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the non-Federal entity unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 43309, July 22, 2015]

§200.319 Competition.

(a) All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. Some of the situations considered to be restrictive of competition include but are not limited to:

(1) Placing unreasonable requirements on firms in order for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(b) The non-Federal entity must conduct procurements in a manner that prohibits the use of statutorily or administratively imposed state, local, or tribal geographical preferences in the evaluation of bids or proposals, except in those cases where applicable Federal statutes expressly mandate or encourage geographic preference. Nothing in this section preempts state licensing laws. When contracting for architectural and engineering (A/E) services, geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.

(c) The non-Federal entity must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to make a clear and accurate description of the technical requirements, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

(2) Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.

(d) The non-Federal entity must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the non-Federal entity must not preclude potential bidders from qualifying during the solicitation period.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.320 Methods of procurement to be followed.

The non-Federal entity must use one of the following methods of procurement.

(a) Procurement by micro-purchases. Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the non-Federal entity must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

(b) Procurement by small purchase procedures. Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

(c) Procurement by sealed bids (formal advertising). Bids are publicly solicited and a firm fixed price contract (lump sum or unit price) is awarded to the responsible bidder whose bid, conforming with all the material terms and conditions of the invitation for bids, is the lowest in price. The sealed bid method is the preferred method for procuring construction, if the conditions in paragraph (c)(1) of this section apply.

(1) In order for sealed bidding to be feasible, the following conditions should be present:

(i) A complete, adequate, and realistic specification or purchase description is available;

(ii) Two or more responsible bidders are willing and able to compete effectively for the business; and

(iii) The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

(2) If sealed bids are used, the following requirements apply:

(i) Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;

(ii) The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;

(iii) All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;

(iv) A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and

(v) Any or all bids may be rejected if there is a sound documented reason.

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

(1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;

(2) Proposals must be solicited from an adequate number of qualified sources;

(3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

(4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and

(5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(e) [Reserved]

(f) Procurement by noncompetitive proposals. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:

(1) The item is available only from a single source;

(2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;

(3) The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the non-Federal entity; or

(4) After solicitation of a number of sources, competition is determined inadequate.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014; 80 FR 54409, Sept. 10, 2015]

§200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.

(b) Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

§200.322 Procurement of recovered materials.

A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75885, Dec. 19, 2014]

§200.323 Contract cost and price.

(a) The non-Federal entity must perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, the non-Federal entity must make independent estimates before receiving bids or proposals.

(b) The non-Federal entity must negotiate profit as a separate element of the price for each contract in which there is no price competition and in all cases where cost analysis is performed. To establish a fair and reasonable profit, consideration must be given to the complexity of the work to be performed, the risk borne by the contractor, the contractor's investment, the amount of subcontracting, the quality of its record of past performance, and industry profit rates in the surrounding geographical area for similar work.

(c) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that costs incurred or cost estimates included in negotiated prices would be allowable for the non-Federal entity under Subpart E—Cost Principles of this part. The non-Federal entity may reference its own cost principles that comply with the Federal cost principles.

(d) The cost plus a percentage of cost and percentage of construction cost methods of contracting must not be used.

§200.324 Federal awarding agency or pass-through entity review.

(a) The non-Federal entity must make available, upon request of the Federal awarding agency or pass-through entity, technical specifications on proposed procurements where the Federal awarding agency or pass-through entity believes such review is needed to ensure that the item or service specified is the one being proposed for acquisition. This review generally will take place prior to the time the specification is incorporated into a solicitation document. However, if the non-Federal entity desires to have the review accomplished after a solicitation has been developed, the Federal awarding agency or pass-through entity may still review the specifications, with such review usually limited to the technical aspects of the proposed purchase.

(b) The non-Federal entity must make available upon request, for the Federal awarding agency or pass-through entity pre-procurement review, procurement documents, such as requests for proposals or invitations for bids, or independent cost estimates, when:

- (1) The non-Federal entity's procurement procedures or operation fails to comply with the procurement standards in this part;
- (2) The procurement is expected to exceed the Simplified Acquisition Threshold and is to be awarded without competition or only one bid or offer is received in response to a solicitation;
- (3) The procurement, which is expected to exceed the Simplified Acquisition Threshold, specifies a "brand name" product;
- (4) The proposed contract is more than the Simplified Acquisition Threshold and is to be awarded to other than the apparent low bidder under a sealed bid procurement; or
- (5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the Simplified Acquisition Threshold.

(c) The non-Federal entity is exempt from the pre-procurement review in paragraph (b) of this section if the Federal awarding agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The non-Federal entity may request that its procurement system be reviewed by the Federal awarding agency or pass-through entity to determine whether its system meets these standards in order for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding, and third party contracts are awarded on a regular basis;

(2) The non-Federal entity may self-certify its procurement system. Such self-certification must not limit the Federal awarding agency's right to survey the system. Under a self-certification procedure, the Federal awarding agency may rely on written assurances from the non-Federal entity that it is complying with these standards. The non-Federal entity must cite specific policies, procedures, regulations, or standards as being in compliance with these requirements and have its system available for review.

§200.325 Bonding requirements.

For construction or facility improvement contracts or subcontracts exceeding the Simplified Acquisition Threshold, the Federal awarding agency or pass-through entity may accept the bonding policy and requirements of the non-Federal entity provided that the Federal awarding agency or pass-through entity has made a determination that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.

(b) A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

(c) A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

§200.326 Contract provisions.

The non-Federal entity's contracts must contain the applicable provisions described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

This resolution shall be in effect on and after its signing this 2nd day of March, 2017.

Board of Gallia County Commissioners
s/ Harold G. Montgomery, President
Absent for vote David K. Smith, Vice-President
s/ Brent Saunders, Commissioner

This document has been approved as to form and content by Jason Holdren, Gallia County Prosecuting Attorney, this 2nd day of March, 2017.

s/ Jason Holdren, Gallia County Prosecuting Attorney

FAA VISION-100 GRANT FUNDS CARRYOVER LETTER

County Administrator Karen Sprague presented the Commission with a letter to the FAA requesting the carryover of the counties remaining Vision-100 grant funds until FY 2018. The county's FAA program manager requested this letter be submitted to reserve the county's remaining grant funds until enough funds are accumulated to complete the next project of the ACIP list of upcoming projects. Harold Montgomery entertained a motion to approve the carryover letter as presented. Brent Saunders moved and Harold G. Montgomery seconded this motion. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

REVISED - FY ' 2018 - 2027 TEN YEAR AIRPORT CAPITAL IMPROVEMENT PROGRAM PACKAGE

County Administrator Karen Sprague presented, on behalf of the Gallia-Meigs Regional Airport Delta Airport Consultants, the Commission with the revised FY 2018 – 2027 Ten Year Airport Capital Improvement Program Package for approval, noting the FAA contacted Ms. Sprague & Delta Airport Consultants to advise they would not allow the Counties 2017 application to be funded as a standalone project and they recommended the county carryover the FY 2017 funding and

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then submit a combined project for FY 2018 funding. The package reflects projects for funding during the 10-year period as follows:

1. FY 2017 Carryover NPE
2. FY 2018 Terminal Building Siting, Utilization and Preliminary Design Study; Pen-and-Ink ALP Revisions – Study = \$49,000 total = \$44,100 federal entitlement grant + \$2,450 State Non-FAA grant + \$2,450 local match
3. FY 2018 New/Renovate Terminal Building – P/S, Reimbursement for FY 2016 Study = \$85,000 total = \$76,500 federal entitlement grant + \$4,250 State Non-FAA + \$4,250 local match
4. FY 2019 New/Renovate Terminal Building – Bidding, CCM/A = \$575,000 total = \$479,400 federal entitlement grant + \$28,750 State Non-FAA grant + \$28,750 local match + \$38,100 other (possibly SODI, ARC, ODOT, DOD grants)
5. FY 2020 Conduct Wildlife Hazard Assessment (WHS) per FAA WHS Group 3 Classification = \$20,000 total = \$18,000 federal entitlement grant + \$2,000 local match
6. FY 2020 Aeronautical Survey for WAAS LPV IAP Runways 5 and 23 = \$67,000 total = \$60,300 federal entitlement grant + \$6,700 local match
7. FY 2021 TW "A" (650' x 30'), TW "B" (1912' x 30') Removal; TW "A" Relocation – P/S, Bidding, CCM/A = \$559,000 total = \$221,700 federal entitlement grant + \$281,400 State Non-FAA + \$55,900 local match
8. FY 2022 ALP/MP Update per current physical airport conditions and AGIS, Exhibit A requirements = \$145,000 total = \$130,500 federal entitlement grant + \$14,500 local match
9. FY 2023 Runway 5-23 runway/taxiway extension – Land Acquisition = \$200,000 total = \$180,000 federal entitlement grant + \$20,000 local match
10. FY 2024 Runway 5-23 runway/taxiway extension – BCA = \$30,000 total = \$27,000 federal entitlement grant + \$3,000 local match
11. FY 2025 Runway 5-23 runway/taxiway extension – Environmental Assessment = \$90,000 total = \$81,000 federal entitlement grant + \$9,000 local match
12. FY 2026 Runway 5-23 runway/taxiway extension – P/S = \$75,000 total = \$67,500 federal entitlement grant + \$7,500 local match
13. FY 2027 Runway 5-23 runway/taxiway extension – CCM/A = \$2,500,000 total = \$2,250,000 federal entitlement grant + \$250,000 local match

Karen Sprague advised that Delta Airports noted that this is a wish list and the Federal and State funding is not certain. Brent Saunders made and Harold G. Montgomery seconded a motion to approve the grant application as presented. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea. Harold Montgomery, Pres, signed all signature blocks for the grant.

USDA - GREEN SEWER PHASE 1 PAYMENT RESOLUTION # 17

County Administrator Karen Sprague presented the Commission with Payment Resolution # 17 for the Green Sewer Phase 1 Project for the following items:

- CJ Hughes Construction Co., Inc. Pay Application # 14 - \$255,040.78
- Stantec Invoice # 1164139 - \$24,079.78
- AT&T Acct # 740 446-7882 790 0 & 740 446-9109 790 3 - \$115.92
- BREC Acct # 40033590 & 40033591 - \$62.29
- Total = \$279,298.77
- Payment Breakdown:
 - ARC - \$5,000.00
 - Green Township local match - \$30,000.00
 - OPWC - \$244,298.77

Stantec Project Engineer Gary Silcott recommends approval of the above invoices & pay applications. Harold Montgomery entertained a motion to approve and pay invoices from pay resolution # 17. Brent Saunders moved and Harold G. Montgomery seconded a motion to approve payment resolution # 17 as submitted. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

Brent Saunders moved and Harold G. Montgomery seconded a motion to approve the USDA Engineering invoice form as submitted for the billing period of 1/14/17 – 2/17/2017. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

OPWC - GREEN SEWER PHASE 1 DISBURSEMENT REQUEST # 15

County Administrator Karen Sprague presented the Commission with OPWC Disbursement Request # 15 for the Green Sewer Phase 1 Project for the following items:

- Stantec invoice 1164139 - \$24,079.78 (will be paid directly to Stantec from OPWC)
- CJ Hughes Construction Co. Inc. Pay Application # 14 - \$220,218.99
- Total = \$244,298.77

Brent Saunders moved and Harold G. Montgomery seconded a motion to approve OPWC disbursement request # 15 and the following memo entry as submitted. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

MEMO ENTRY – REVENUE/EXPENSE OPWC GREEN SEWER PHASE 1 GRANT/LOAN

County Administrator Karen Sprague advised the Commission that OPWC will make direct payments to vendors for the Green Sewer Phase 1 Project grant & loan funding. In order to reflect the receipt and expenditure of these grant/loan funds within the county fund established as OPWC Green Sewer Phase 1 Grant/Loan Fund the County Auditor must make the following memo entries:

- Memo payin in the amount of \$244,298.77 into 322.3000.400100 from OPWC Grant # CO01R
- Memo expense in the amount of \$24,079.78 from 322.0322.531100 to Stantec Consulting Inc. vendor # 6899 for invoice # 1164139
- Memo expense in the amount of \$220,218.99 from 322.0322.531100 to CJ Hughes Construction Co. Inc. vendor # 6031 for Pay Application # 14
- Credit Back \$244,298.77 from PO # BL170088

CHANGE ORDER #1 – GREEN SEWER 1 CONTRACTS A&B

Sewer Engineer Gary Silcott presented the Commission with Change Order No. 1 paperwork for the Green Sewer Phase 1 Contracts A&B with CJ Hughes Construction Co. Inc. Gary Silcott, Project Engineer with Stantec Consulting, has recommended the change order to adjust quantities from what was originally proposed to actual based on as built conditions. Quantity adjustments as follows:

CONTRACT A:

- Increase 14 LF of 12 inch sanitary sewer pipe at \$71.00 / LF = \$994.00
- Decrease 109 LF of 8 inch sanitary sewer pipe at \$47.50 / LF = (\$5,177.50)
- Increase 17 LF of 1-1/4 inch force main at \$15.00 / LF = \$255.00
- Increase 39 LF of 2 inch force main at \$15.30 / LF = \$596.70
- Decrease 468 LF of 3 inch force main at \$15.40 / LF = (\$7,207.20)
- Increase 788 LF of 6 inch force main at \$17.75 / LF = \$13,987.00
- Decrease 1,367 LF of 6 inch HDPE DR 17 at \$46.00 / LF = (\$62,882.00)
- Decrease 1,728 LF of 8 inch HDPE DR 17 at \$106.00 / LF = (\$183,168.00)
- Decrease 33 each of 8"x6" WYE at \$138.00 / each = (\$4,554.00)
- Increase 264 LF of 6 inch sanitary sewer service at \$43.40 / LF = \$11,457.60
- Increase 1 standard precast manhole at \$2,380.00 = \$2,380.00
- Decrease 40 LF of 12 inch casing pipe at \$150.00 / LF = (\$6,000.00)
- Decrease 45 LF of 16 inch casing pipe at \$222.00 / LF = (\$9,990.00)
- Increase 1,975.66 LF of 6 inch & smaller pipe, drains, Type D at 13.00 / LF = \$25,683.58
- Increase 130.50 LF of 8 inch pipe, drains, Type D at \$15.00 / LF = \$1,957.50
- Increase 2 LF of 10 inch pipe, drains, Type D at \$20.00 / LF = \$40.00
- Increase 203 LF of 12 inch pipe, drains, Type D at \$17.00 / LF = \$3,451.00
- Increase 8 LF of 30 inch pipe, drains, Type D at \$65.00 / LF = \$520.00
- Increase 34 each of 12"x6" WYE at \$290.00 / each = \$9,860.00

CONTRACT B:

- Decrease 150 LF of 8 inch sanitary sewer pipe at \$39.50 / LF = (\$5,925.00)
- Decrease 5 LF of 12 inch sanitary sewer pipe at \$60.00 / LF = (\$300.00)
- Increase 9 LF of 4 inch force main at \$14.25 / LF = \$128.25
- Increase 23 LF of 6 inch force main at \$17.75 / LF = \$408.25
- Increase 600 LF of 8 inch HDPE DR 17 at \$104.00 / LF = \$62,400.00
- Increase 6 standard precast manhole at \$2,320.00 = \$13,920.00
- Increase 40 LF of 16 inch casing pipe at \$225.00 / LF = \$9,000.00
- Increase 10 LF of 6 inch & smaller pipe, drains, Type D at 13.00 / LF = \$130.00
- Increase 66 LF of 8 inch pipe, drains, Type D at \$15.00 / LF = \$990.00
- Increase 3 LF of 18 inch pipe, drains, Type D at \$26.00 / LF = \$78.00
- Increase 395 LF of 24 inch pipe, drains, Type D at \$32.00 / LF = \$12,640.00
- Increase lump sum to relocate GP 6 at \$9,000.00 / each = \$9,000.00
- Increase lump sum to raise LS 3 at \$11,795.00 / each = \$11,795.00
- Decrease lump sum for labor for MH 144 at \$600.00 / each = (\$600.00)
- Increase lump sum for labor for school tie-in at \$600.00 = \$600.00
- Increase lump sum overlay payment repairs at \$45,271.00 = \$45,271.00
- Increase 6 each 12 inch yard drains with grates at \$1,325.00 / each = \$7,950.00
- Increase 510 LF of 18 inch conduit-Lincoln Pike at \$26.00 / LF = \$13,260.00
- Increase 1 each of catch basin, Type 2-2-B Lincoln Pike at \$1,250.00 / each = \$1,250.00
- Increase 1 each of Additional Barrell, LS 4 at \$4,586.00 / each = \$4,586.00
- Increase 2 each of CB, Size Increase to 24" at \$3,350.00 / each = \$6,700.00
- Total Cost of Change Order #1 (\$14,514.82); Decreases contract from \$6,647,910.73 to \$6,633,395.91

CJ Hughes Construction Co. Inc. has signed and is in agreement with this change order.

Harold Montgomery entertained a motion to approve the change order form as requested. Brent Saunders made and Harold G. Montgomery seconded that motion. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Smith, absent for vote; and Mr. Saunders, yea. Form was signed by Harold Montgomery, as President of the Commission and will be forwarded to USDA for final approval and signing.

GREEN SEWER PHASE 2 – DRAW # 20

County Administrator Karen Sprague presented the Commission with Draw # 20 for the Green Phase 2 Sewer Project for the following items:

- Stantec Inv. # 1164144 - \$4,161.24
- Total = \$4,161.24

Harold Montgomery entertained a motion to approve draw resolution # 20 as submitted. Brent Saunders moved and Harold G. Montgomery seconded the motion. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, absent for vote; Brent Saunders, yea.

GENERAL ROAD WORK & DUST CONTROL CONTRACT - ENGINEER

The County Engineer submitted the 2017 general road work and dust control contract for Harrison Township. The President entertained a motion to approve the submitted contract. Brent Saunders made and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Smith, absent for vote; Mr. Saunders, yea.

The contract is as follows:

THIS CONTRACT AND AGREEMENT, MADE AND CONCLUDED IN GALLIPOLIS, OHIO, THIS 2ND DAY OF MARCH, 2017 BY AND BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF GALLIA COUNTY, OHIO, HEREINAFTER CALLED THE FIRST PARTY, AND HARRISON TOWNSHIP, HEREINAFTER CALLED THE SECOND PARTY.

WITNESSETH:

CASTO & HARRIS, INC. — RE-ORDER NO. 14260-15

WHEREAS, THE SECOND PARTY IS DESIROUS OF HAVING CERTAIN STREETS AND ROADS WITHIN ITS TERRITORY CONSTRUCTED, RELOCATED, REPAIRED, OR IMPROVED, AND ANY OTHER WORK REQUIRED OF THE FIRST PARTY, AS FOLLOWS:

GENERAL ROAD WORK AND DUST CONTROL.

WHEREAS, THE SECOND PARTY DOES NOT HAVE THE NECESSARY EQUIPMENT AND/OR PERSONNEL TO PERFORM THE WORK AFORESAID AND DOES DESIRE TO HAVE SAID WORK PERFORMED BY THE FIRST PARTY, THROUGH THE GALLIA COUNTY ENGINEER BRETT BOOTHE AND HIGHWAY DEPARTMENT OF SAID COUNTY; AND HARRISON TOWNSHIP,

WHEREAS, THE ENGINEER'S OFFICE AND THE EMPLOYEES OF SAID GALLIA COUNTY HIGHWAY DEPARTMENT MAY BE AVAILABLE ON SATURDAYS AND OTHER DAYS OF EACH WEEK (PROVIDING IT DOES NOT INTERFERE WITH OVERALL MAINTENANCE OF COUNTY HIGHWAY SYSTEM) TO PERFORM WORK AND LABOR FOR, AND ON BEHALF OF, OTHER POLITICAL SUB-DIVISIONS WITHIN THE COUNTY.

WHEREAS, THE SECOND PARTY AGREES TO THE GALLIA COUNTY ENGINEER'S "PAYMENT OF MATERIAL AND SERVICES POLICY".

NOW THEREFORE, THE FIRST PARTY IS WILLING TO FURNISH THE NECESSARY EQUIPMENT AND LABOR, AND TO PERFORM THE WORK AFORESAID, AS A CHARGE TO THE SECOND PARTY FOR THE USE OF SAID EQUIPMENT, MATERIALS, AND LABOR. ALL LABOR, MATERIALS USED, AND FRINGE BENEFIT RATES WILL BE CHARGED AT THE CURRENT COUNTY RATES. EQUIPMENT WILL BE CHARGED AT THE FOLLOWING RATES "GALLIA COUNTY ENGINEER'S 2017 EQUIPMENT RATES".

WHEREAS, THE SECOND PARTY IS DESIROUS OF MATERIAL PURCHASES FROM THE ENGINEER'S OFFICE AND HIGHWAY DEPARTMENT FOR THEIR USE.

WHEREAS, MATERIAL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE BY THE ENGINEER'S OFFICE AND HIGHWAY DEPARTMENT.

WHEREAS, THE SECOND PARTY AGREES TO THE GALLIA COUNTY ENGINEER "PAYMENT OF MATERIAL AND SERVICES POLICY".

THEREFORE, BE IT RESOLVED, THE FIRST PARTY IF WILLING TO FURNISH MATERIAL WITH LOADING AT COUNTY COST AS A CHARGE TO THE SECOND PARTY.

THE SECOND PARTY AGREES, DOES COVENANT, TO SAVE HARMLESS THE FIRST PARTY FROM ANY AND ALL LOSS AND RESPONSIBILITY FOR ANY DAMAGES AND/OR FOR INJURY TO PERSONS, PROPERTY, OR OTHERWISE, ARISING FROM THE USE OF THIS EQUIPMENT PERFORMANT OF THE WORK AND LABOR UNDER THIS AGREEMENT.

THE FIRST PARTY AGREES THAT THE WORK SHALL BE DONE UNDER THE SUPERVISION OF THE GALLIA COUNTY ENGINEER OR PERSONS DESIGNATED BY HIM.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS TO DUPLICATES HEREOF THE 2ND DAY OF JANUARY, 2017 (contracts on file in the engineer's office and Commissioners Office)

SIGNED IN THE PRESENCE OF: (AS TO FIRST PARTY) 3/2/17	THE BOARD OF COUNTY COMMISSIONERS OF GALLIA COUNTY, OHIO 3/2/17
s/ Anette L. Brown, Clerk of the Board Commissioners	s/ Harold G. Montgomery, President
s/ Karen Sprague, County Administrator	s/ Brent Saunders, Commissioner

PROSECUTING ATTORNEY

Prosecutor Jason D. Holdren met with the commission for their weekly update, review and advice on any legal issues. No action taken.

GREEN SEWER PHASE 1 MONTHLY CONSTRUCTION MEETING

Commissioners: Harold G. Montgomery and Brent Saunders along with County Administrator Karen Sprague attended the meeting at 10:00am and returned at 11:30am.

EXECUTIVE SESSION – DJFS – PERSONNEL

At 11:32 a.m. the President entertained a motion to enter into executive session with JFS Director Dana Glassburn to discuss personnel issues. Roll call: Mr. Montgomery, yea; Mr. Smith, absent for vote; Mr. Saunders, yea. Returned to regular session at 11:40 a.m.; no action taken.

MARCH DD AWARENESS MONTH – PROCLAMATION

The President entertained a motion to approve the proclamation. Brent Saunders made and Harold G. Montgomery seconded the motion to proclaim the following: Roll call: Mr. Montgomery, yea; Mr. Smith, absent for vote; Mr. Saunders, yea. Also in attendance: Pamela Combs and Ellen Rainey with Gallia County Board of DD, Dean Wright with the Gallipolis Dailey Tribune.

**GALLIA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES
50TH ANNIVERSARY/AWARENESS MONTH PROCLAMATION**

Whereas: the Gallia County Board of Developmental Disabilities was established by the Ohio General Assembly on October, 25, 1967, and will mark the 50th anniversary of our creation in 2017; and,

Whereas; Ohio's county boards of developmental disabilities have dedicated 2017 to a yearlong celebration in recognition of being "Always There" for people with developmental disabilities and their families over the past half-century; and,

Whereas; the mission and purpose of Ohio's county boards of developmental disabilities remain as strong as ever, with boards continuing to provide vital supports and resources to Ohioans with Developmental disabilities and their families; and'

Whereas; during our 50-year history, the Gallia County Board of Developmental Disabilities has continually evolved to develop and provide best-practice supports for people with developmental disabilities while also adapting to ever-changing community expectations; and,

Whereas; community members across Gallia County support the efforts of The Gallia County Board of Developmental Disabilities by approving local tax levy requests that fund services for people with developmental disabilities who want to enjoy happy, fulfilling lives; and,

Whereas; throughout the month of March, in which Ohioans celebrate Developmental Disabilities Awareness Month, county boards of developmental disabilities and the families they serve encourage members of the communities to celebrate the abilities of all people and recognize each person's unique contribution to society; and,

Now, therefore, we, the Gallia County Commissioners, do hereby proclaim 2017 as

A YEAR OF CELEBRATION OF THE OHIO COUNTY BOARDS OF DEVELOPMENTAL DISABILITIES ON THEIR 50TH ANNIVERSARY

And Furthermore, we urge all citizens to join in this celebration by spreading awareness of the many contributions offered by people with developmental disabilities in our community.

And Furthermore, we urge all citizens to support opportunities for people with developmental disabilities to enjoy full access to education, housing, employment, and recreational activities in pursuit of living happy, fulfilling lives.

In witness whereof, we have hereunto set our hand and caused our seal this 2nd day of March, in the year two thousand and seventeen.

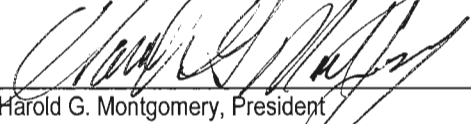
/s/ Harold G. Montgomery, President

/s/ Brent Saunders, Commissioner

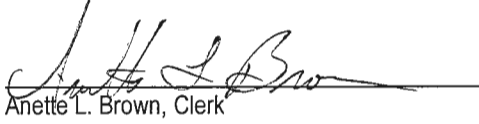
***At 3:30 pm. President Harold G. Montgomery and County Administrator Karen Sprague joined the meeting in the Sheriff office with I.T. director John Grubb and newly elected officials to discuss I.T. issues.**

ADJOURN

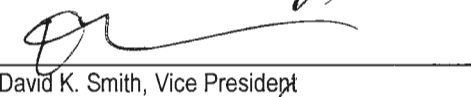
At 4:00 p.m. the President entertained a motion for adjournment. Brent Saunders made and Harold G. Montgomery seconded the motion. *Roll call: Mr. Montgomery, yea; Mr. Smith, absent for vote; Mr. Saunders, yea.



Harold G. Montgomery, President



Anette L. Brown, Clerk



David K. Smith, Vice President



Brent Saunders, Commissioner