

**JULY 26, 2018**

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 David K. Smith. Roll Call: President David K. Smith, present; Vice President Brent Saunders, present; Commissioner Harold G. Montgomery, present.

The President entertained a motion for approval of the July 19, 2018 minutes. Brent Saunders made and Harold G. Montgomery seconded the motion.. Roll call: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea.

2018 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
7/22	6	1	3	0	3	0	0	0	7	10	0	0	0	1

**COUNTY ENGINEER – RESOLUTIONS CHANGING SPEED LIMITS ON COUNTY ROADS**

President entertained a motion to approve and sign the six resolutions presented to request ODOT's approval to reduce speed limits on county roads pursuant to engineering and traffic investigations conducted on behalf of County Engineer Boothe. Harold G. Montgomery made and Brent Saunders seconded the motion. Roll call: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea. The county roads and new speed limits being requested are as follows:

- Skidmore Road – change speed limit to 35 mph
- Evergreen Road – change speed limit to 40 mph
- Watson Road – change speed limit to 40 mph
- Kerr Road – change speed limit to 50 mph
- Buckeye Hills Road – change speed limit to 45 mph
- Orchard Hill Road – change speed limit to 40 mph
- LeGrande Boulevard – currently 35 mph and speed study confirmed the recommended speed zone has not changed.

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Skidmore Road (CR-51) between State Route 160 and State Route 160, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 35 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Skidmore Road (CR-51) between State Route 160 and State Route 160 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*s/ David K. Smith*, President

*s/ Brent Saunders*, Vice-Pres.

*s/ Harold G. Montgomery*, Member

Journal Volume 51 Page 453

Attest:

*s/ Karen Sprague*, Gallia County Administrator

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Evergreen Road (CR-67) between State Route 160 and State Route 160, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 40 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Evergreen Road (CR-67) between State Route 160 and State Route 160 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*s/ David K. Smith*, President

*s/ Brent Saunders*, Vice-Pres.

*s/ Harold G. Montgomery*, Member

Journal Volume 51 Page 453

Attest:

*s/ Karen Sprague*, Gallia County Administrator

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Watson Road (CR-37) between Jackson Pike and State Route 850, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 40 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Watson Road (CR-37) between Jackson Pike and State Route 850 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*/s/ David K. Smith, President*

*/s/ Brent Saunders, Vice-Pres.*

*/s/ Harold G. Montgomery, Member*

Journal Volume 51 Pages 453 & 454

Attest:

*/s/ Karen Sprague, Gallia County Administrator*

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Kerr Road (CR-45) between State Route 850 and State Route 160, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 50 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Kerr Road (CR-45) between State Route 850 and State Route 160 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*/s/ David K. Smith, President*

*/s/ Brent Saunders, Vice-Pres.*

*/s/ Harold G. Montgomery, Member*

Journal Volume 51 Page 454

Attest:

*/s/ Karen Sprague, Gallia County Administrator*

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Buckeye Hills Road (CR-79) between State Route 325 and 1 mile west of State Route 325, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 45 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Buckeye Hills Road (CR-79) between State Route 325 and 1 mile west of State Route 325 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*/s/ David K. Smith, President*

*/s/ Brent Saunders, Vice-Pres.*

*/s/ Harold G. Montgomery, Member*

Journal Volume 51 Page 454

Attest:

*/s/ Karen Sprague, Gallia County Administrator*

RESOLUTION:

WHEREAS, a request has been made to this Board that the statutory vehicular speed limit established by Sec. 4511.21, Revised Code of Ohio is greater (or less) than that considered reasonable and safe on Orchard Hill Road (CR-92) between State Route 218 and State Route 7, and

WHEREAS, this Board has caused to be made an engineering and traffic investigation upon the section of road described above, and

WHEREAS, it is the belief of this Board that such investigation confirms the allegation that the current statutory speed limit is unrealistic and based on the engineering study and traffic investigation requests the speed limit changed to 40 mph.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gallia County, Ohio that:

Section 1. By virtue of the provisions on Sec. 4511.21, Revised Code of Ohio the Director of Transportation is hereby requested to review the engineering and traffic investigation and to determine and declare a reasonable and safe prima facie speed limit on Orchard Hill Road (CR-92) between State Route 218 and State Route 7 in Gallia County, Ohio.

Section 2. That when this Board is advised that the Director of Transportation has determined and declared a reasonable and safe speed limit on the section of road described in Section 1 hereof, standard signs, properly posted and giving notice thereof will be erected.

Passed this 26<sup>th</sup> day of July, 2018.

Gallia County Commissioners

*/s/ David K. Smith, President*

*/s/ Brent Saunders, Vice-Pres.*

*/s/ Harold G. Montgomery, Member*

Journal Volume 51 Page 454

Attest:

*/s/ Karen Sprague, Gallia County Administrator*

**CHANGE ORDER #4 – GREEN SEWER 1 CONTRACTS A&B**

County Administrator Karen Sprague presented the Commission with Change Order No. 4 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 for contractor’s closing discount reducing the overall contract amount by (\$45,000). Original contract amount \$6,647,910.73 + previous change orders \$72,767.95 – final change order (\$45,000) = \$6,675,678.68. CJ Hughes Construction Co. Inc. has signed and is in agreement with this final change order.

David Smith entertained a motion to approve change order form #4 as requested. Harold Montgomery made and Brent Saunders seconded that motion. Upon roll call votes were as follows: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea. Forms were signed by David K. Smith, as President of the Commission and will be forwarded to OWDA & USDA for final approval and signing.

**GREEN SEWER PHASE 1 PAYMENT RESOLUTION # 27**

County Administrator Karen Sprague presented the Commission with Payment Resolution # 27 for the Green Sewer Phase 1 Project for the following items:

- CJ Hughes – Pay Application #22 - \$293,703.93
- Total = \$293,703.93
- Payment Breakdown:
  - OWDA - \$293,703.93

Stantec Project Engineer Gary Silcott recommends approval of the above invoice. David Smith entertained a motion to approve and pay invoice from pay resolution # 27. Harold Montgomery moved and Brent Saunders seconded a motion to approve payment resolution # 27 as submitted. Upon roll call votes were as follows: David Smith, yea; Brent Saunders, yea; Harold Montgomery, yea.

**OWDA - GREEN SEWER PHASE 1 CONSTRUCTION GRANT/LOAN DISBURSEMENT REQUEST # 15**

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

- CJ Hughes – Pay Application #22 - \$293,703.93

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

**MEMO ENTRY – REVENUE/EXPENSE OWDA GREEN SEWER PHASE 1 CONSTRUCTION GRANT/LOAN**

County Administrator Karen Sprague advised the Commission that OWDA 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 OWDA Green Sewer Phase 1 Grant/Loan Fund the County Auditor must make the following memo entries:

- Memo payin in the amount of \$293,703.93 into 342.3000.400100 from OWDA Loan # 7150
- Memo expense in the amount of \$293,703.93 from 342.0342.531100 to CJ Hughes Construction vendor # 6031 for invoice # 22
- Credit Back \$293,703.93 from PO # BL180170

**GREEN SEWER PHASE 1 – CJ HUGHES EXCAVATING CERTIFICATE OF SUBSTANTIAL COMPLETION**

County Administrator Karen Sprague presented the Commission with the Certificate of Substantial Completion form for the County’s contract with CJ Hughes Construction Co., Inc. for the Green Sewer Phase 1 Project with a substantial completion date of August 4, 2017. President entertained a motion that the Certificate of Substantial Completion be approved and signed as presented. Harold Montgomery made and Brent Saunders seconded that motion. Upon roll call votes were as follows: David Smith, yea; Brent Saunders, yea; Harold Montgomery, yea.

**PROSECUTING ATTORNEY**

Prosecuting Attorney did not attend today’s meeting due to nothing needed by the Commissioners at this time.

**EXECUTIVE SESSION**

At 10:07 a.m. the President entertained a motion to enter into executive session with JFS Director Dana Glassburn to discuss a personnel issue regarding the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Brent Saunders made and Harold G. Montgomery seconded the motion. Roll call: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea. Returned to regular session at 10:25 a.m.; no action taken.

**DJFS – SUBGRANT AGREEMENT**

Director Dana Glassburn met with the Commission to request approval of the following subgrant agreement with Stepstone Initiatives, LLP in the amount of \$80,000 for family stability and job training services. Harold G. Montgomery made and David K. Smith seconded the motion. Roll call: Mr. Smith, yea; Mr. Saunders, abstained; Mr. Montgomery, yea.

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

**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES  
SUBGRANT AGREEMENT  
RECITALS**

This Subgrant Agreement between the Gallia County Department of Job and Family Services, (hereinafter referred to as "CDJFS") located at 848 3<sup>rd</sup> Avenue, Gallipolis OH 45631 and Stepstone Initiatives, LLP, (hereinafter referred to as "SUBGRANTEE") located at 120 Cora Mill Road, Gallipolis, OH 45631. SUBGRANTEE hereby accepts the Subgrant and agrees to comply with all the terms and conditions set forth in this Agreement. This Subgrant is made pursuant to the following federal award: TANF CFDA 93.558 (original award date 10/01/2017, FAIN# 1801OHTANF) Temporary Assistance to Needy Families Block Grant, as administered by the U.S. Department of Health and Human Services. This Subgrant is not for research and development purposes.

**DEFINITIONS**

As used in this document, the words and phrases set forth below shall have the following meanings:

- A. "Grantor" means Gallia County CDJFS
- B. "Subgrantee" means Stepstone Initiatives, LLP.
- C. "Financial assistance" means all cash, reimbursements, other payments, or allocations of funds provided by Grantor to Subgrantee. All requirements in this Agreement related to financial assistance also apply to any monies, including private monies and public money, as defined in section 117.01 of the Revised Code, used by the Subgrantee to match federal, state or county funds;
- D. "Federal, state and local laws" include all federal statutes and regulations; appropriations by the Ohio General Assembly; the Revised Code; uncodified law included in an Act, Ohio Administrative Code (OAC) rules; any federal Office of Management and Budget (OMB) circulars that a federal statute or regulation has made applicable to state and local governments; the relevant terms and conditions of any federal awards; as well as any resolutions or policies adopted by the Gallia County Board of County Commissioners. Federal, state and local laws also include any Governor's Executive Orders to the extent that they apply to counties and any ODJFS Procedure Manuals and Guidance Letters. The term "federal, state and local laws" includes all federal, state and local laws as listed in this paragraph and existing on the effective date of this Agreement as well as those federal, state and local laws that are enacted, adopted, issued, effective, amended, repealed, or rescinded on or after the effective date of this Agreement;
- E. "CFDA" means the Code of Federal Domestic Assistance assigned to a federal grant.

THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED IN THIS SUBGRANT AGREEMENT, THE PARTIES AGREE AS FOLLOWS:

**ARTICLE I. PURPOSE OF THE SUBGRANT/SUBGRANT DUTIES**

- (A) The purpose of the Subgrant and this Subgrant Agreement is to establish the terms, conditions, and requirements governing the administration and use of the financial assistance received by or used by Subgrantee pursuant to this Subgrant Agreement.
- (B) SUBGRANTEE will report to the contact specified in Article VIII, below, who may communicate specific requests and instructions to SUBGRANTEE concerning SUBGRANTEE's performance under this Agreement. SUBGRANTEE will comply with any instructions or requests to the satisfaction of GRANTOR within ten (10) days after receipt of the instructions or requests. SUBGRANTEE expressly understands and acknowledges that any instructions are strictly necessary to ensure the successful completion of the activities specified in this Agreement and are not intended and do not amend or alter this Agreement or any part thereof. If SUBGRANTEE believes that any instructions or requests would materially alter the terms and conditions of this Agreement, SUBGRANTEE agrees to consult the specified contact for GRANTOR named in Article VIII, below. SUBGRANTEE agrees to consult the designated contact for GRANTOR as necessary to ensure comprehension of Subgrant activities and their successful completion.

**ARTICLE II. RESPONSIBILITIES OF GRANTOR**

Grantor agrees to:

- A. Provide funding to Subgrantee in accordance with this Subgrant Agreement and Federal, state and local laws.
- B. Monitor Subgrantee to ensure the Subgrant is used in accordance with all applicable conditions, requirements, and restrictions.
- C. Provide information on current and any subsequent changes to the terms and conditions of the grant awards addressed in this Agreement.
- D. Provide technical assistance and training to assist Subgrantee, with the limits of available resources, in fulfilling its obligations under this Agreement.
- E. Take action to recover funds that are not used in accordance with the conditions, requirements, or restrictions set forth in or incorporated by this Agreement.

**ARTICLE III. RESPONSIBILITIES OF SUBGRANTEE**

Subgrantee agrees to:

- A. Ensure the funds subject to this Subgrant Agreement are used in accordance with conditions, requirements and restrictions of federal, state and local laws, the federal terms and conditions of the grant award, and this Subgrant Agreement.
- B. Provide services to participants determined to be eligible by GCDJFS and assigned to TANF work Activity that will include, but are not limited to inventory the individual's and family's strengths and weaknesses; create action plans for capitalizing strengths and weaknesses as well as other activities outlined in the program description. The rates are based on calculations as determined by state and federal regulations. (See attached proposal.)
- C. Monitor all private and governmental entities that receive payments from Subgrants awarded under this Agreement to ensure that each such entity uses the funds in accordance with the applicable federal and state laws and the terms of this Agreement.
- D. Take action to recover payments that are not used in accordance with the conditions, requirements, or restrictions set forth in this Agreement.
- E. Promptly reimburse Grantor for any funds Grantor pays to any entity because of an adverse audit finding, adverse quality control finding, final disallowance of federal financial participation, or other sanction or penalty for which Grantor is responsible including any audit findings due to not meeting the "All Family Rate and the "Two Parent Rate" refer to section (B).
- F. Take prompt corrective action, including paying amounts resulting from an adverse finding, sanction, or penalty, if Grantor, ODJFS, the Ohio Auditor of State, any federal agency, or other entity authorized by federal, state or local law to determine compliance with the conditions, requirements, and restrictions applicable to the federal program from which this Subgrant is awarded determines compliance has not been achieved.
- G. Keep and maintain records that are sufficient for the preparation of reports required by law and submit all reports as requested and required by GRANTOR.
- H. Make records available to Grantor, ODJFS, the Auditor of the State, federal agencies, and other authorized governmental agencies for review, audit and investigation.
- I. Shall be responsible for any and all unemployment, worker's compensation, etc. that would result after subgrant agreement ends as once the grant has ended there is no money available to cover such cost.
- J. Complete all reporting requirements in a timely manner as required by the grant.

**ARTICLE IV. EFFECTIVE DATE OF THE SUBGRANT**

- A. This Subgrant Agreement will be in effect from August 1, 2018 to June 30, 2019 unless this Subgrant Agreement is suspended or terminated pursuant to ARTICLE VII prior to the above termination date.
- B. In addition to Section A above, it is expressly understood by both Grantor and Subgrantee that this Subgrant Agreement will not be valid and enforceable until the Gallia County Auditor certifies pursuant to Section 5705.41 (D), Revised Code, that the amount required to meet the Grantor's obligation or, in the case of a continuing Subgrant Agreement to be performed in whole or in part in an ensuing fiscal year, the amount required to meet the obligation in the fiscal year in which the Subgrant Agreement is made, has been lawfully appropriated for such purpose and is in the treasury or in process of collection to the credit of an appropriate fund free from any previous encumbrances.

**ARTICLE V. AMOUNT OF GRANT/PAYMENTS**

- A. This grant is in the total amount of eighty thousand dollars (\$80,000).
- B. Payment will be made to Subgrantee on a cost-reimbursement basis. The total estimated cost shall be in accordance with the budget attached and shall not exceed the amount provided in Article V-A, above. It is understood that Stepstone Initiatives, LLP Agency cannot exceed ten percent (10%) in administration cost through cost allocation or direct cost method. Such methodology shall be submitted with each invoice. Subgrantee may bill Grantor monthly for reimbursement of disbursements for actual costs (the 10% admin shall be separated on the invoice) incurred in the performance of this Subgrant Agreement. Invoices shall be numbered, dated, reference this Subgrant Agreement, show the cost incurred by budget category (i.e., salaries, fringe benefits, equipment, travel, supplies, etc.) for the billing period and in cumulative amount to date, all invoices and a list of eligible participants must be submitted to 848 Third Avenue, Gallipolis, Ohio 45631.
- C. Subgrantee understands that availability of funds is contingent on appropriations made by the Ohio General Assembly, ODJFS, funding sources external to the State of Ohio, such as federal funds, and appropriations by the Board of County Commissioners. If, at any time, the Grantor Director determines that federal, state or local funds are insufficient to sustain existing or anticipated spending levels, the Grantor Director may reduce, suspend, or terminate any cash, reimbursements, other payments, or allocations of funds provided by Grantor to Subgrantee, or other

form of financial assistance as the Grantor Director determines appropriate. If the Ohio General Assembly, ODJFS, funding sources external to the State of Ohio, such as federal funds, or the Gallia Board of County Commissioners fails at any time to continue funding Grantor for the payments due under this Subgrant Agreement, this Subgrant Agreement will be terminated as of the date funding expires without further obligation of Grantor or Gallia County.

- D. As a subrecipient of federal funds, SUBGRANTEE hereby specifically acknowledges its obligations relative to the funds provided under this Subgrant Agreement pursuant to OMB Circulars A-110 (2 CFR 215), A-21 (2 CFR 220), A-122 (2 CFR 230), A-87 (2 CFR 225), A-102, as applicable under federal, state and local laws, and 2 CFR 200, as well as 45 CFR 74 or 45 CFR 92, as applicable to Subgrantee under federal, state and local laws, including, but not limited to:
  - 1. Standards for financial management systems: SUBGRANTEE and its subgrantee(s) will comply with the requirements of 45 CFR 74.21 or 45 CFR 92.20, as applicable, including, but not limited to:
    - a. Fiscal and accounting procedures;
    - b. Accounting records;
    - c. Internal control over cash, real and personal property, and other assets;
    - d. Budgetary control to compare actual expenditures or outlays to budgeted amounts;
    - e. Source documentation; and
    - f. Cash management.
  - 2. Period of Availability of Funds: Pursuant to 45 CFR 74.28 or 45 CFR 92.23, as applicable, SUBGRANTEE and its subgrantee(s) may charge to the award only costs resulting from obligations incurred during the funding period of the federal and state awards noted in the Recitals to this Subgrant Agreement and for the term specified in Article IV of this Subgrant Agreement, unless carryover of these balances is permitted. All obligations incurred under the award must be liquidated no later than ninety (90) days after the end of the funding period, pursuant to federal law.
  - 3. Matching or Cost Sharing: Pursuant to 45 CFR 74.23 or 45 CFR 92.24, as applicable, matching or cost sharing requirements applicable to the federal program must be satisfied by disbursements for allowable costs or third-party in-kind contributions and must be clearly identified and used in accordance with all applicable federal, state and local laws.
  - 4. Program Income: Program income must be used and accounted for as specified in 45 CFR 74.24 or 45 CFR 92.25, as applicable to SUBGRANTEE.
  - 5. Real Property: If SUBGRANTEE is authorized to use Subgrant funds for the acquisition of real property, title, use, and disposition of the real property will be governed by the provisions of 45 CFR 74.32 or 45 CFR 92.31, as applicable.
  - 6. Equipment: Title, use, management (including record keeping, internal control, and maintenance), and disposition of equipment acquired by Subgrantee or its subgrantee(s) with Subgrant funds, will be governed by the provisions of 45 CFR 74.34 or 45 CFR 92.32, as applicable.
  - 7. Supplies: Title and disposition of supplies acquired by Subgrantee or its subgrantee(s) with Subgrant funds will be governed by the provisions of 45 CFR 74.35, 92.33 and 7 CFR 3016.33 as applicable.

**ARTICLE VI. RECORDS**

- A. Subgrantee must maintain documentation conforming to all requirements prescribed by ODJFS or by federal, state and local laws. Subgrantee must prepare and maintain documentation to support all transactions and to permit the reconstruction of all transactions and the proper completion of all reports required by federal, state and local laws, and which substantiates compliance with all applicable federal, state and local laws.
- B. Records must include sufficient detail to disclose:
  - 1. Services provided to program participants;
  - 2. Administrative cost of services provided to program participants;
  - 3. Charges made and payments received for items identified in paragraphs (B) (1) and (2) of this Article; and
  - 4. Cost of operating the organizations, agencies, programs, activities, and functions.
    - B. Subgrantee and its subgrantee(s) must maintain all records relevant to the administration of this subgrant for a period of three years.

**ARTICLE VII. AUDITS OF SUBGRANTEE**

- A. Subgrantee agrees to provide for timely audits as required by OMB Circular 2 CFR 200, unless a waiver has been granted by a federal agency. Subject to the threshold requirements of 45 CFR 74.26 or 45 CFR 92.26, as applicable, and OMB Circular 2 CFR 200, Subgrantee must ensure that it has an audit with a scope as provided in OMB Circular 2 CFR 200, Subpart F, §\_501, that covers funds received under this agreement. Subgrantee must send one (1) copy of the final audit report to Grantor at 848 Third Avenue, Gallipolis, Ohio 45631 within two (2) weeks of Subgrantee's receipt of any such audit report.
- B. Additional responsibilities of SUBGRANTEE as an auditee under OMB Circular 2 CFR 200 include, but are not limited to:
  - 1. Proper identification of federal awards received.
  - 2. Maintenance of appropriate internal controls.
  - 3. Preparation of appropriate financial statements, including s schedule of federal awards expended.
  - 4. Proper performance and timely submission of an OMB Circular 2 CFR 200 audit report.
  - 5. Follow-up on audit findings, including the preparation of a summary schedule of prior audit findings and corrective action, if necessary, and the preparation of a corrective action plan.
- C. Subgrantee will take prompt action to correct problems identified in an audit.

**ARTICLE VIII. SUSPENSION AND TERMINATION, BREACH AND DEFAULT**

- A. This Subgrant Agreement may be terminated in accordance with any of the following:
  - 1. The parties may mutually agree to a termination by entering into a written termination agreement that is signed by the Grantor's Director and an authorized officer or employee of Subgrantee. An agreement to terminate is effective on the later of the date stated in the agreement to terminate or the date it is signed by all parties.
  - 2. Either party may terminate after giving ninety (90) days written notice of termination to the other party by registered United States mail, return receipt requested. The effective date is the later of the termination date specified in the termination notice or the 91st day following the receipt of the notice by the other party.
  - 3. Grantor may immediately terminate this Subgrant Agreement if there is a loss of federal or state funds, a disapproval of the Subgrant Agreement by ODJFS, or illegal conduct by Subgrantee affecting the operation of the Subgrant Agreement.
- B. Notwithstanding the provisions of ARTICLE VII, Section A, Grantor may suspend or terminate this Subgrant Agreement immediately upon delivery of a written notice to Subgrantee, if Grantor loses funding or discovers any illegal conduct on the part of Subgrantee.
- C. If Subgrantee or any of its subgrantee(s) materially fails to comply with any term of an award, federal, state or local laws, an assurance, a State plan or application, a notice of award, this Subgrant Agreement, or any other applicable rule, Grantor may take any or all of the following actions it deems appropriate in the circumstances:
  - 1. Temporarily withhold cash payments pending correction of the deficiency by the Subgrantee or its subgrantee(s) or more severe enforcement action;
  - 2. Disallow all or part of the cost of the Subgrant activity or action not in compliance;
  - 3. Wholly or partly suspend or terminate the current award for the Subgrantee or its subgrantee(s)' Subgrant activity;
  - 4. Withhold further awards for the Subgrant activity; or
  - 5. Take any other remedies that may be legally available, including any additional remedies listed elsewhere in this Subgrant Agreement.
- D. Subgrantee, upon receipt of a notice of suspension or termination, will do all of the following:
  - 1. Cease the performance of the suspended or terminated Subgrant activities under this Subgrant Agreement;
  - 2. Take all necessary steps to limit disbursements and minimize costs that include, but are not limited to, the suspension or termination of all contracts and subgrants correlated to the suspended or terminated Subgrant activities;
  - 3. Prepare and furnish a report to Grantor, as of the date Subgrantee received the notice of termination or suspension, that describes the status of all Subgrant activities and includes details of all Subgrant activities performed and the results of those activities; and
  - 4. Perform any other tasks that Grantor requires.
- E. Upon breach or default by Subgrantee of any of the provisions, obligations, or duties embodied in this Subgrant Agreement, Grantor will retain the right to exercise any administrative, contractual, equitable, or legal remedies available, without limitation. A waiver by Grantor of any occurrence of breach or default is not a waiver of subsequent occurrences. If Grantor or SUBGRANTEE fails to perform any obligation under this Subgrant Agreement and the failure is subsequently waived by the other party, the waiver will be limited to that particular occurrence of a failure and will not be deemed to waive failures that may subsequently occur.

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

**ARTICLE IX. NOTICES**

- A. Notices to Grantor from Subgrantee that concern termination, suspension, breach, default, or other formal notices regarding this Subgrant Agreement will be sent to Gallia County Department of Job and Family Services 848 Third Avenue, Gallipolis, Ohio 45631 and other contact information for the appropriate representative of GRANTOR.
- B. Notices to the Subgrantee from Grantor that concern termination, suspension, breach, default, or other formal notices regarding this Subgrant Agreement will be sent to Stepstone Initiatives, LLP, 120 Cora Mill Road Gallipolis, Ohio 45631, and other contact information for the appropriate representative of SUBGRANTEE.
- C. Routine communications from GRANTOR to SUBGRANTEE and from SUBGRANTEE TO GRANTOR will be between the representatives designated in section A and B of this Article VIII. Each party will retain a written record of any such communications.
- D. All notices in accordance with sections A or B of this Article will be in writing and will be deemed given when received. All notices must be sent using a delivery method that documents actual delivery to the appropriate address herein indicated (e.g., certified mail).

**ARTICLE X. AMENDMENT**

This document constitutes the entire agreement between Grantor and Subgrantee with respect to all matters herein. Except as provided in Article XI, below, this Subgrant Agreement may be amended only a document signed by both parties. Both Grantor and Subgrantee agree that any amendments to laws or regulations cited herein will result in the correlative modification of this Subgrant Agreement without the necessity for executing written amendments. Any written amendment to this Subgrant Agreement will be prospective in nature.

**ARTICLE XI. ADDENDUM**

Grantor may elect to provide information concerning this Subgrant Agreement in addendum hereto. Any addendum to this Subgrant Agreement will not need to be signed. Any claim on or draw of monies following the receipt of the addendum will constitute acceptance of the terms and conditions contained in the addendum. Subsequently, Grantor may modify any addendum by mailing a modified version to Subgrantee. Any claim on or draw of the modified addendum will constitute acceptance of the terms and conditions contained in the modified addendum.

**ARTICLE XII. SUBGRANTS**

- A. Subgrantee must perform all duties contemplated by this Subgrant Agreement. None of Subgrantee's duties or actions pursuant to this Subgrant Agreement may be subcontracted, nor shall this Subgrant Agreement be assigned, or any subawards made by Subgrantee, without the prior express written authorization of Grantor.
- B. Any subgrants made by Subgrantee to a unit of local government, university, hospital, other nonprofit, or commercial organization will be made in accordance with 45 CFR 74 or 45 CFR 92.37, as applicable, and will impose upon any subgrantee(s) the requirements of 45 CFR 74 or 45 CFR Part 92, as applicable, as well as federal, state and local law. Any award of a subgrant to another entity shall be made by means of a subgrant agreement which requires the entity awarded the county subgrant to comply with all conditions, requirements, and restrictions applicable to Subgrantee regarding the grant that Subgrantee subgrants to the entity, including the conditions, requirements, and restrictions of section 5101.21 of the Revised Code.
- C. Debarment and Suspension: As provided in 45 CFR 74.13 or 45 CFR 92.35, as applicable, Subgrantee and its subgrantees must not make any award or permit any award at any time to any party that is debarred party that is debarred or suspended or is otherwise excluded from or ineligible for participation in federal assistance programs.
- D. Procurement: While Subgrantee and its subgrantees may use their own procurement procedures, the procedures must conform to all applicable federal, state and local laws, including, as applicable, 45 CFR 92.36 or 45 CFR 74.40 through 45 CFR 74.48. In the event of conflict between federal, state, and local requirements, the most restrictive must be used.
- E. Monitoring: Subgrantee must manage and monitor the routine operations of subgrant supported activities, including each project, program, subgrant, and function supported by Subgrantee's subgrant, to ensure compliance with all applicable federal requirements, including 45 CFR 92.40. If Subgrantee discovers that subgrant funding has not been used in accordance with federal, state and local laws, Subgrantee must take action to recover such funding.
- F. Audit: Ensure that subrecipients expending Five Hundred Thousand and 00/100 Dollars (\$500,000) or more in federal awards during the subrecipient's fiscal year have met the audit requirements of 45 CFR 74.26 or of 45 CFR 92.26 for that fiscal year. One (1) copy of each audit report must be sent to SUBGRANTEE within two (2) weeks of the subrecipient's receipt of any such audit report.
- G. Duties as Pass-through Entity: Subgrantee must perform those functions required under federal, state and local laws as a subrecipient of Subgrantee under this Subgrant Agreement and as a pass-through entity of any awards of subgrants to other entities, including, but not limited to:
  1. Identify the federal awards made by informing each subrecipient of the CFDA title and number, award name and number, award year, whether the award is for research and development, and the name of the federal awarding agency. When some of this information is not available, the pass-through entity will provide the best information available to describe the federal award.
  2. Advise subrecipients of requirements imposed on them by federal laws, regulations, and the provisions of contracts or subgrant agreements as well as any supplemental requirements imposed by ODJFS or by SUBGRANTEE.
  3. Monitor the activities of subrecipients as necessary to ensure that federal awards are used for authorized purposes in compliance with all applicable federal and state laws and regulations and the provisions of contracts or subgrant agreements and that all performance goals are achieved.
  4. Ensure that subrecipients expending Five Hundred Thousand and 00/100 Dollars (\$500,000) or more in federal awards during the subrecipient's fiscal year have met the audit requirements of 45 CFR 74.26 or of 45 CFR 92.26 for that fiscal year. One (1) copy of each audit report must be sent to SUBGRANTEE within two (2) weeks of the subrecipient's receipt of any such audit report.
  5. Issue a management report on audit findings within six (6) months after receipt of a subrecipient's audit report and ensure the subrecipient takes appropriate and timely corrective action.
  6. Consider whether audits of subrecipients requires adjustments of SUBGRANTEE'S own records.
  7. Require each subrecipient to permit ODJFS, any other state or government entity, and federal and state auditors to have access to their records and financial statements.

**XIII. SUBGRANTEE CERTIFICATION OF COMPLIANCE WITH GRANT CONDITIONS**

By accepting the Subgrant and by executing this Subgrant Agreement, SUBGRANTEE hereby affirms current and continued compliance with each condition listed in this Article X. SUBGRANTEE'S certification of compliance with each of these conditions is considered a material representation of fact upon which GRANTOR is relying in entering into this Subgrant Agreement.

- A. If, at any time, SUBGRANTEE is not in compliance with the conditions affirmed in this Section A, GRANTOR will consider this Subgrant Agreement to be *void ab initio* and will deliver written notice to SUBGRANTEE. Any funds the GRANTOR paid SUBGRANTEE for work performed before subgrantee received notice that the Subgrant Agreement is *void ab initio* will be immediately repaid or GRANTOR may commence an action for recover against SUBGRANTEE.
  1. Federal Debarment Requirements: SUBGRANTEE certifies that neither SUBGRANTEE nor any principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transactions by any Federal department or agency, as set forth in 45 CFR 92.35 (HHS), 29 CFR 98 (DOL), or 7 CFR 3016.35 (USDA). SUBGRANTEE also affirms that within three (3) years preceding this agreement neither SUBGRANTEE nor any of its principals:
    - a. Have been convicted of, or had a civil judgment rendered against them for commission of fraud or other criminal offense with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; for violation of federal or state antitrust statutes; for commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements; or for receiving stolen property;
    - b. Are presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) for commission of any of the offenses listed in this paragraph and have not had any public transactions (Federal, State, or local) terminated for cause or default.
  2. Qualifications to Conduct Business: SUBGRANTEE affirms that it has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
  3. Finding for Recovery: SUBGRANTEE affirms that neither SUBGRANTEE nor its principals are subject to a finding for recovery under ORC 9.24, or it has taken the appropriate remedial steps required, or otherwise qualifies under ORC 9.24 to contract with Grantor, as Grantor is a political subdivision of the State of Ohio.
  4. Material Assistance to Terrorist Organization: SUBGRANTEE affirms that SUBGRANTEE, its principals, affiliated groups, or persons with a controlling interest in SUBGRANTEE's organization are in compliance with ORC 2909.33 in that none of the aforementioned have provided Material Assistance to a Terrorist Organization.
- B. If at any time SUBGRANTEE is not in compliance with the conditions affirmed in this Section B, GRANTOR may immediately suspend or terminate this Agreement and will deliver written notice to SUBGRANTEE. SUBGRANTEE will be entitled to compensation, upon submission of a proper invoice in accordance with Article XX, only for work performed during the time

SUBGRANTEE was in compliance with the provisions of this Section B. Any funds paid for work performed during a period when SUBGRANTEE was not in compliance with this Section B will be immediately repaid or GRANTOR may commence an action for recovery against SUBGRANTEE.

1. **Ethics Law:** SUBGRANTEE certifies that it and all officers, employees and agents of SUBGRANTEE will comply with the requirements of the Ohio ethics law and Ohio law pertaining to offences against justice and public administration, including, but not limited to, Sections 102.03, 102.04, 2921.02, 2921.42 and 2921.43, Revised Code.
2. **Nondiscrimination:** SUBGRANTEE hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); Title II of the American with Disabilities Act of 1990 (42 U.S.C. § 12131 et seq.); all provisions required by the implementing regulations of the Department of Agriculture and Department of Health and Human Services; Department of Justice Enforcement Guidelines, 28 CFR Part 50.3 and Part 42; and Department of Agriculture, Food and Nutrition Services (FNS) directive and guidelines to the effect that, no person shall on the grounds of race, color, national origin, sex, age, disability or political beliefs or association, be excluded from participation in, be denied benefits of, or otherwise be subject to discrimination under any program or activity for which the Subgrantee receives Federal financial assistance from FNS.  
The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse.  
The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism.
3. **Pro-Children:** SUBGRANTEE certifies that it will comply with the requirements of the Pro-Children Act of 1994 (20 USC 7183) imposing restrictions on smoking in facilities where federally funded children's services are provided.
4. **Acknowledgement of Federal Funding:** SUBGRANTEE certifies that it will acknowledge federal funding when issuing statements, press releases, request for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funding, including statement of the percentage and dollar amounts of the total program or project costs financed with federal funds and the percentage and dollar amount of the total costs financed by nongovernmental sources.
5. **Limited English Proficiency:** SUBGRANTEE certifies that it will take reasonable steps to ensure that people with limited English proficiency have meaningful access to health and social services and there is effective communication between the service provider and individuals with limited English proficiency.
6. **Resource Conservation:** SUBGRANTEE certifies that it will comply with the Resource Conservation and Recovery Act (42 USC 6901) in giving preference in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by the EPA (40 CFR parts 247 - 254).
7. **Hatch Act:** SUBGRANTEE certifies that it will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
8. SUBGRANTEE certifies that it will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
9. SUBGRANTEE certifies that it will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
10. SUBGRANTEE certifies that it will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. 2 CFR 200, "Audits of States, Local Governments, and Non-Profit Organizations."
11. SUBGRANTEE certifies that it will comply with all applicable requirements of all other federal laws, executive orders, regulations, and policies governing the programs funded under this Subgrant Agreement.
12. SUBGRANTEE certifies that it will post the December 2015 version of the AD-475B "And Justice for All" poster.

**ARTICLE XIV. MISCELLANEOUS TERMS AND CONDITIONS**

- A. **Limitation of Liability:** To the extent permitted by law, Grantor agrees to be responsible for any liability directly relating to any and all acts of negligence by Grantor. To the extent permitted by law, Subgrantee agrees to be responsible for any liability directly related to any and all acts of negligence by Subgrantee. In no event shall either party be liable for any indirect or consequential damages, even if Grantor or Subgrantee knew or should have known of the possibility of such damages.
- B. **Choice of Law; Partial Invalidity:** This Subgrant Agreement will be governed, construed, and enforced in accordance with the laws of the State of Ohio. Should any portion of this Subgrant Agreement be found unenforceable by operation of statute or by administrative or judicial decision, the remaining portions of this Subgrant Agreement will not be affected as long as the absence of the illegal or unenforceable provision does not render the performance of the remainder of the Subgrant Agreement impossible.
- C. **Construction:** Nothing in this Subgrant Agreement is to be construed as providing an obligation for any amount or level of funding, resources, or other commitment by Grantor to Subgrantee that is not specifically set forth in state and federal law. Nothing in this Subgrant Agreement is to be construed as providing a cause of action in any state or federal court or in an administrative forum against the State of Ohio, ODJFS, Grantor, or any of the officers or employees of the State of Ohio, ODJFS or Grantor.

The terms of this agreement are hereby agreed to by both parties, as shown by the signatures of representatives of each.

**SIGNATURES**

<u>s/ Thom Mollohan</u>	CEO	<u>7/25/2018</u>
<b>Authorized Representative of the Subgrantee</b>	<b>Title</b>	<b>Date</b>
<u>s/ Dana Glarburne</u>	Director	<u>7/26/2018</u>
<b>Authorized Representative of CDJFS</b>	<b>Title</b>	<b>Date</b>
<u>s/ David K. Smith</u>		<u>7/26/2018</u>
<b>County Commissioner</b>		<b>Date</b>
<u>s/ Brent Saunders</u>		<u>7/26/2018</u>
<b>County Commissioner</b>		<b>Date</b>
<u>s/ Harold G. Montgomery</u>		<u>7/26/2018</u>
<b>County Commissioner</b>		<b>Date</b>
<u>s/ Jason Holtbrex</u>		<u>7/16/2018</u>
<b>Prosecuting Attorney</b>		<b>Date</b>

**GREEN SEWER 1 - MARK SHEETS & CJ HUGHES**

Meeting cancelled – final change order resolved.

**INVESTMENT COMMITTEE**

County Treasurer Steve McGhee met with the Commission to give an update of county investments to the Investment Committee. No action taken.

**HOPEWELL HEALTH CENTERS – LETTER OF SUPPORT**

County Administrator Karen Sprague presented the Commission with a letter of support for Hopewell Health Centers grant for "A RAPID (Regional Approach to Prevent, Intervene, and Discontinue) Response to Opiate Use in Southeast

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

Ohio". President entertained a motion to approve the letter as presented. Brent Saunders made and David K. Smith seconded the motion. Roll call: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea.

7/26/2018

Sherry Shamblin, Ph.D., LPCC-S  
Chief Strategy Officer  
Hopewell Health Centers, Inc.  
215 Columbus Road, Suite #  
Athens, OH 45701

Dear Dr. Shamblin,

On behalf of the Gallia County Board of Commissioners, I am pleased to endorse HHC's proposal, "A RAPID (Regional Approach to Prevent, Intervene, and Discontinue) Response to Opiate Use in Southeast Ohio." We look forward to working with project partners to develop a coordinated, integrated, regional response to the Opiate Epidemic that is having significant impact in Southeast Ohio.

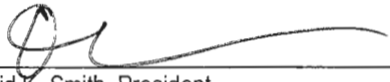
Our agency supports the efforts of Hopewell Health Centers, the Ohio Alliance for Innovation in Population Health, the Buckeye Hills Regional Council, Rio Grande University and other partners to assess current gaps, develop a strategic plan, and sustainability plan to address the Opiate Crisis in our region.

Gallia County has a long history of working with other project partners and looks forward to expanding our partnership. The Gallia County Board of Commissioners believes this project will have a positive impact and encourage HRSA to fully fund the proposal.

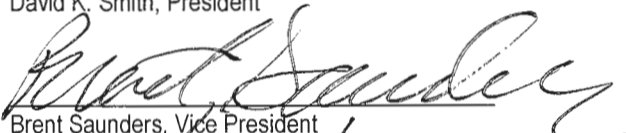
Sincerely,  
Gallia County Commissioners  
*/s/ David K. Smith*, President  
*/s/ Brent Saunders*, Vice-Pres.  
*/s/ Harold G. Montgomery*, Commissioner

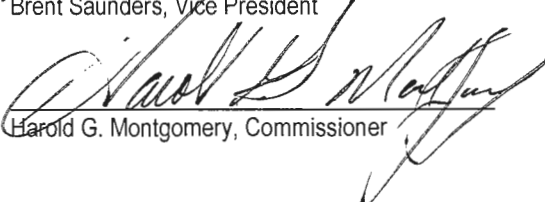
#### ADJOURN

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

  
\_\_\_\_\_  
David K. Smith, President

  
\_\_\_\_\_  
Anette L. Brown, Clerk

  
\_\_\_\_\_  
Brent Saunders, Vice President

  
\_\_\_\_\_  
Harold G. Montgomery, Commissioner