

**SEPTEMBER 26, 2019**

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

The President entertained a motion for approval of the September 19, 2019 minutes. David K. Smith made and Harold G. Montgomery seconded the motion. Roll call: Mr. Saunders, yea; Mr. Montgomery, yea; Mr. Smith, yea. The President entertained a motion for approval of the September 23, 2019 emergency meeting minutes. Harold G. Montgomery made and David K. Smith seconded the motion. Roll call: Mr. Smith, yea; Mr. Saunders, yea; Mr. Montgomery, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
DJFS	Kelli DeWitt & Kathy Campbell	10/8 & 10/9	Columbus, Ohio	Title 4E Children Svcs Training
DJFS	Dana Glassburn	10/10	Columbus, Ohio	OJFSDA Mtg
Clk. of Ct	Noreen Saunders	10/15 & 10/16	Columbus, Ohio	OCCA Mtg
DJFS	Harold Montgomery	10/21	Athens, Ohio	CCAO Roundtable
DJFS	Dana Glassburn	10/23	Jackson, Ohio	CSS Mtg
Commissioners	Karen Sprague	10/28	Columbus, Ohio	Fair Housing Advisory Committee
DJFS	Dana Glassburn	10/29	Pike, Ohio	District Mtg

The President entertained a motion to approve travel requests as submitted. Harold G. Montgomery made and David K. Smith seconded the motion. Roll call: Mr. Saunders, yea; Mr. Montgomery, yea; Mr. Smith, yea.

**2019 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
9/22	9	0	2	0	4	0	0	0	6	7	0	0	0	0

**OPWC ROUND 34 LOAN ASSISTANCE GRANT FUNDS APPLICATION  
GREEN SEWER PHASE 2**

County Administrator Karen Sprague presented the Commission with an email from OVRDC notifying the County they are eligible to apply for Loan Assistance grant funding from Round 34 for the Green Sewer Phase 2 Project since the project was not selected for grant funding in Round 33.

Ms. Sprague noted project cost estimate has increased due to inflation since the original estimate and is \$7,130,135, further noting the user rates will increase because of higher amounts of loans being required since the project was not fully funded last year. The funding scenario is as follows:

- USDA Rural Development Grant - \$2,148,000
- USDA Rural Development Loan - \$1,613,000
- OWDA Loan - \$1,670,135
- CDBG RPIG Grant - \$650,000
- ARC Grant - \$250,000
- OPWC Loan - \$650,000
- OPWC CE Grant - \$149,000

The project will serve 357 households and will consist of the following:

- 8" SS Gravity Lines, 34,455 LF
- 2 and 6" Force Main Line, 18,731 LF
- 8"x6" WYE's, 258 Each
- 6" service line, 6,751 LF
- Manholes, 132 Each
- Pump Stations, 4 Each
- WWTP Abandonment, 1 Each

Brent Saunders entertained a motion that the OPWC loan assistance grant application be approved and signed by the Commission as presented. David K. Smith made and Harold G. Montgomery seconded the motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea.

**SUBSURFACE EXPLORATION PROPOSAL  
GREEN TOWNSHIP SEWER PHASE 2 PROJECT**

County Administrator Karen Sprague presented the Commission with the following proposals as solicited by Stantec for Subsurface Exploration for the Green Township Sewer Phase 2 Project:

- Professional Service Industries, Inc. - \$13,394
- Terracon Consultants, Inc. - \$15,900
- Geotech Consultants – did not respond to the RFP

Stantec recommends selection by the County of Professional Service Industries, Inc. in the amount of \$13,394. Brent Saunders entertained a motion to approve the proposal as presented. Harold G. Montgomery made and David K. Smith seconded that motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea. Agreement was signed by Brent Saunders, as President of the Commission, and is on file in the County's Green Township Sewer Phase 2 files.

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**FAA 2019 FAA GRANT AGREEMENT APPROVAL**  
**GALLIA-MEIGS REGIONAL AIRPORT PROJECT**

County Administrator Karen Sprague presented the Commission with a grant agreement from the FAA for the FY 2019 Airport Improvement Program Grant. This grant agreement is for the Terminal Building Siting, Utilization and Preliminary Design Study and ALP Update. Brent Saunders entertained a motion to approve and sign the grant agreement as presented. FAA Grant amount is \$127,800 & ODOT Office of Aviation Grant amount \$7,100 = \$134,900. It was noted the local match share of 5%, \$7,100 will be paid from the Airport fund #036. Brent Saunders entertained a motion to approve and sign the grant agreement as presented retroactive to 9/24/2019, noting the agreement was signed that date and required by the FAA to be returned by 9/25/2019. David K. Smith moved and Harold G. Montgomery seconded this motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea.

**GREEN SEWER PHASE 2 – DRAW # 49**

County Administrator Karen Sprague presented the Commission with Draw # 49 for the Green Phase 2 Sewer Project for the following items:

- Stantec Inv # 1563646 - \$1,740.95
- Total = \$1,740.95

Brent Saunders entertained a motion to approve draw resolution # 49 as submitted. Harold G. Montgomery moved and David K. Smith seconded the motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea.

**ODSA CDBG FINANCIAL AUDIT LETTER**

County Administrator Karen Sprague presented the Commission with a Financial Audit Letter that is required by ODSA for the financial audit of the County's following CDBG grants: B-F-16-1AY-1, B-F-17-1AY-1, B-X-17-1AY-1, B-C-18-1AY-1, B-C-18-1AY-2 and S-C-18-1AY-1. Brent Saunders entertained a motion to approve and sign the financial audit letter as submitted. David K. Smith moved and Harold G. Montgomery seconded the motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea.

9/26/2019

Audit Office

Ohio Development Services Agency

P. O. Box 1001

Columbus, Ohio 43266-1001

RE: CDBG B-F-16-1AY-1, B-F-17-1AY-1, B-C-18-1AY-1, B-X-17-1AY-1  
 HOME B-C-18-1AY-2  
 HTF S-C-18-1AY-1

*In connection with your review of the compliance requirements associated with the grants listed above which was made by the Ohio Development Services Agency to Gallia County as of October 29, 2019 and for the period ended August 31, 2019, we confirm to the best of our knowledge and belief the following representations made to you during your audit.*

1. *We are responsible for the fair presentation in the statements of financial position, results of operations and changes in financial position in conformity with generally accepted accounting principles (basis of accounting).*
2. *We have made available to you all of the:*
  - a. *Financial records and related data; and*
  - b. *Minutes of the meetings of the board of trustees and committees of the board, or summaries of actions of recent meetings for which minutes have not yet been prepared.*
3. *There have been no:*
  - a. *Irregularities involving management or employees who have significant roles in the system of internal accounting control;*
  - b. *Irregularities involving other employees that could have a material effect on the financial statements; and*
  - c. *Communication from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial statements.*
4. *There have been no lobbying activities by management or employees of the agency.*
5. *We have no plans or intentions that may materially effect the carrying value or classification of assets and liabilities.*
6. *There have been no:*
  - a. *Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing agreements and guarantees, except those disclosed in the Internal Control Questionnaire.*
  - b. *Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.*
  - c. *Agreements to repurchase assets previously sold.*
7. *There have been no:*
  - a. *Violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.*
  - b. *Other material liabilities or gain or loss contingencies that are required to be accrued or disclosed in accordance with generally accepted accounting principles.*
8. *There are no unasserted claims or assessments that our lawyer has advised us or probable of assertion and must be disclosed in accordance with generally accepted accounting principles.*
9. *There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.*
10. *The agency has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged. Specifically, the company has not borrowed funds from a financial institution requiring the use of cash balances as collateral.*
11. *We have complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.*
12. *No events occurred subsequent to August 31, 2019 that would require adjustments to or disclosure in the financial statements.*

Brent Saunders, President of the Board of  
Gallia County Commissioners  
 Typed Name of Chief Executive Officer  
*/s/ Brent Saunders*  
 Signature of Chief Executive Officer

Larry M. Betz, Gallia County Auditor

Typed Name of Chief Financial Officer  
*/s/ Larry M. Betz*  
 Signature of Chief Financial Officer

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**EXECUTIVE SESSION – LEGAL/PERSONNEL**

At 9:29 a.m. the President entertained a motion to enter into executive session with County Administrator Karen Sprague and via phone Brian Butcher and Carrie Gutowski to discuss legal. Harold G. Montgomery made and David K. Smith seconded the motion. Roll call: Mr. Saunders, yea; Mr. Montgomery, yea; Mr. Smith, yea. Returned to regular session at 10:06 a.m. No action taken.

**LEAVE DONATION APPLICATION**

Kathy Campbell submitted leave donation form of 20 hours of sick time from Dana Glassburn to Misty Rossiter of the Gallia County Jobs and Family Services Department. The President entertained a motion to approve the leave donation as submitted. David K. Smith made and Harold G. Montgomery seconded the motion. Upon roll call, votes were as follows: Roll: Mr. Saunders, yea; Mr. Montgomery, yea; Mr. Smith, yea.

**DJFS – SUBGRANT AGREEMENT AMENDMENT**

Kathy Campbell presented the commission with the following:

**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES  
PURCHASE OF SERVICES SUBGRANT AGREEMENT  
AMENDMENT NO. 2**

This amendment will amend the contract between the Gallia County Department of Job and Family Services "the grantor" and the Educational Service Center "subgrantee" and will be effective from the date of approval by the Gallia County Commission for the purchase of TANF Summer Advantage activities with TANF funds CFDA number 93.558 (original award date 10/1/2017; FAIN# 1801OHTANF) Temporary Assistance to Needy Families Block Grant.

Availability of Funds:

Increase the total amount of the contract to \$2,030,000. This is an increase in the amount of \$300,000 to cover anticipated overages from project expansions.

<i>s/ Dana Glassburn</i> , JFS Director	September 25, 2019
<i>s/ Denise Shackley</i> , Superintendent	September 25, 2019
Gallia County Commissioners:	September 26, 2019
<i>s/ Brent Saunders</i> , President	
<i>s/ Harold G. Montgomery</i> , Vice President	
<i>s/ David K. Smith</i> , Commissioner	
<i>s/ Randy Daprice</i> , Assistant Prosecuting Attorney	September 25, 2019

The President entertained the motion to sign the amendment as recommended. David K. Smith made and Harold G. Montgomery seconded the motion. Roll call: Mr. Saunders, yea; Mr. Montgomery, yea; Mr. Smith, yea.

**DJFS – SUBGRANT AGREEMENT**

DJFS Kathy Campbell on half of Director Dana Glassburn presented the commissioners the following:

**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, 120 Cora Mill Rd, Gallipolis, OH 45631, (Duns# 116994079) (hereinafter referred to as "subgrantee"). 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: FAET CFDA 10.561 (original award date 10/04/2018; FAIN# 1920H128Q7503) Food Assistance, as administered by the U.S. Department of Health and Human Services, Federal Award signed on 10/04/2018. At the time of signing the subgrant the FFY20 FAET CFDA Federal Award had not been signed. CDJFS will place updated Federal Award sign date once received. This Subgrant is not for research and development purposes.

This Subgrant Agreement will be in effect from October 1, 2019 to June 30, 2020 unless this Subgrant Agreement is suspended or terminated pursuant to ARTICLE VII prior to the above termination date. This grant is in the total amount of Nineteen thousand, Eight hundred Eighty dollars (\$19,880.00).

The Vice President entertained the motion to sign the amendment as recommended. David K. Smith made and Harold G. Montgomery seconded the motion. Roll call: Mr. Saunders, abstain; Mr. Montgomery, yea; Mr. Smith, yea.

**OSU – AGENCY UPDATE**

Director Tracy Winters and ANR Educator Jeff Moore presented the Commission with an agency update of various activities and presented a copy of their newsletter.

- September 10 – The Farm Bureau held their meeting at the Gallia County Extension Office.
- September 27-29 – Special Needs Fall Camp
- October 10-13 – 4-H Forestry Wildlife Camp at Canter's Cave
- October 15 – Fall 4-H Advisor Banquet
- October 24 – Annual Gallia County Pride in Tobacco Banquet

**INFORMATION TECHNOLOGY CORSA REIMBURSEMENT**

I.T. Director John Grubb met with the commission to discuss CORSA offering to reimburse the county for Anti-Phishing Software up to \$2,250.00. Mr. Montgomery suggested Mr. Grubb oversee the billing and request he ask for an appropriation in I.T. contract services fund line. No action taken.

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**VANTAGE WORKFORCE SOLUTIONS**

Sarah Redoutey with Vantage Workforce Solutions met with the commissioners to discuss partnering with local government and Senior Community Service Employment Program. Ms. Redoutey noted they are in need for host sites with office administration, Health Care, Food Service, Customer Service and Facility Management in Gallia County. Mr. Montgomery noted they would take it under consideration. No action taken.

**COUNTY ENGINEER**

County Engineer Brett Boothe met with the Commission to request approval of his Issue I Round 34 application for the 2020 Gallia County Reconstruction Project. The application requests \$650,000 grant with a local match of \$474,871 from the M&R Fund for a total project cost of \$1,124,871. The project includes the following roads:

- Raccoon Road – entire length of 17,952 LF
- Clay Chapel Road – SR 7 to stone 7,920 LF
- Clay Chapel Road – SR 218 to stone 2,640 LF
- Neighborhood Road – LeGrande to SR 218 13,200 LF
- Upcreek Road – Morgan Center to stone 9,768 LF
- Wildwood Road – SR 554 to stone 2,698 LF
- Mt Olive Road – SR 554 to Homewood 4,752 LF
- Roush Hollow Road – SR 554 to stone 3,168 LF
- Green Valley Drive – Kerr to Pine Hill 4,382.4 LF
- Cherry Ridge Road – Jackson County line to Tyn Rhos 11,774.4 LF
- Centerpoint Road – County line to Nebo 3,168 LF
- Gallia Road – County line to Centerpoint Road 528 LF
- Maple Grove Road – SR 141 to Cora Mill 7,392 LF
- Total 89,343 LF

Brent Saunders entertained a motion that the following OPWC grant application resolution be approved and signed by the Commission as presented. Harold G. Montgomery made and David K. Smith seconded the motion. Upon roll call votes were as follows: Brent Saunders, yea; Harold Montgomery, yea; David Smith, yea.

**AUTHORIZING LEGISLATION**

A RESOLUTION AUTHORIZING COUNTY ENGINEER BRETT A. BOOTHE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and WHEREAS, the COUNTY OF GALLIA is planning to make capital improvements to 2020 Gallia County Roads Improvements and Road Restructuring Project, and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Gallia County:

Section 1: The Gallia County Engineer is hereby authorized to apply to the OPWC for \$650,000.00 as described above.

Section 2: The Gallia County Commission President Brent Saunders is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

Passed: 9/26/2019

*s/ Brent Saunders, President*  
*s/ Harold G. Montgomery, Vice President*  
*s/ David K. Smith, Commissioner*

**OVB**

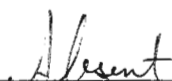
Ohio Valley Bank, Jody Dewees and Bryan Stepp met with the Commissioners to discuss alternative sources of various types of Bonds. The commission noted they are exploring their options for financing the Jail project. No action taken.

**GUIDING HAND BUILDING**


Guiding Hand GALCO Melinda Kingery and Crystal Double met with the Commissioners to discuss the renovations of the building located in Cheshire to bring it up to code to make it leasable to Gallia Meigs Community Action Agency (GMCAA). The renovation cost estimated is roughly \$500,000.00. Mr. Montgomery discussed various options on funding. Also in attendance: County Administrator Karen Sprague, City Commissioner & GMCAA Chairperson Tony Gallagher and Gallipolis Daily Tribune Dean Wright.


**ADJOURN**

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

  
Brent Saunders, President

  
Anette L. Brown, Clerk

  
Harold G. Montgomery, Vice President

  
David K. Smith, Commissioner

CASTO & HARRIS, INC. — RE-ORDER NO. 19928-18