

**OCTOBER 1, 2020**

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 Vice President David K. Smith. Roll Call: President Harold G. Montgomery, present via phone; Vice President David K. Smith, present; Commissioner Brent Saunders, present. Harold G. Montgomery vacated the chair for reason being not physically present due to quarantine, pursuant to:

**A RESOLUTION AUTHORIZING ACTIONS TO BE TAKEN TO PROTECT THE HEALTH, SAFETY AND WELFARE OF GALLIA COUNTY EMPLOYEES AND RESIDENTS OF GALLIA COUNTY AS RELATED TO THE EFFECTS OF THE CORONAVIRUS DISEASE 2019 (COVID-19).**

Vice President David K. Smith conducted the meeting.

The Vice President entertained a motion for approval of the September 24, 2020 minutes. Brent Saunders moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

2020 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
9/27	3	2	0	0	12	0	0	0	14	2	0	0	0	1

**RESOLUTION - LIFE INSURANCE RENEWAL**

County Administrator Melissa Clark presented the Commission with a Life Insurance Renewal Proposal from Saunders Insurance Agency from United Healthcare. Ms. Clark noted the renewal proposal from United Healthcare is for a 24-month period starting 2/1/2021 thru 1/31/2023 with the same coverage and at the same rate as the prior 2-year period (0% increase) as follows:

- UHC Life & AD&D - \$25,000 life insurance coverage; rates guaranteed for 24-month period; Basic Life \$0.28 per \$1,000 in coverage + Basic AD&D \$0.02 per \$1,000 in coverage = \$0.30 x 25 = \$7.50 per month per employee
- Employee & Dependent Supplemental Coverages that have been purchased from UHC by employees will lock in the current rates per age group (0% increase) through 1/31/2023 as well.

Ms. Clark advised the Commission that Saunders Insurance Agency recommends renewal to lock in the current rates for another 2 years (0% increase). Vice President David K. Smith entertained a motion to approve renewal of employee life insurance with UHC at the current coverages and rates as stated above. Brent Saunders made and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

**DONATION TO GODS HANDS AT WORK**

County Administrator Melissa Clark advised the Commission of a request from God's Hands at Work requesting the following excess items for donation to the center: (3) file cabinets and (1) office chair. Ms. Clark advised the County had all excess items in inventory as surplus. Brent Saunders moved and Harold G. Montgomery second the motion to approve the donation. Roll call: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

**CCAO SOLAR ENERGY PROGRAM**

County Administrator Melissa Clark discussed the CCAO Solar Energy Program. No action taken.

**WASTE REMOVAL ADDENDUM TO CONTRACT – RUMPKE**

Anette L. Brown, Clerk presented the Commission with the waste removal Addendum to Contract from Rumpke: The document serves to the current contract dated September 1, 2012 between the Gallia County Board of Commissioners and Rumpke of Ohio, Inc. Rumpke will continue to provide containerized solid waste collection at the Gallia County facilities as follows: Gallia County Courthouse 8YD, Gallia Service Center 6YD, Gallia County EMS 4YD & Gallia County Animal Shelter 2YD. Monthly rates quoted will be subject to a fixed fuel surcharge rate of six percent (6%) per month. Any extra service required on any of the above containers would be provided at the rate of \$34.77 per pickup per container. All other terms and conditions of the original contract dated September 1, 2012 shall remain unchanged. The term of this contract extension shall be for one (1) year effective October 1, 2020 and through September 30, 2021. This contract may be extended for additional option years upon mutual written agreement of both parties. The Vice President entertained a motion to approve and sign the contract extension as presented. Brent Saunders made and Harold G. Montgomery seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

**PARTIAL RELEASE OF REAL ESTATE MORTGAGE  
GALLIA COUNTY CHIP PROGRAM (B-C-09-025-1)**

Economic & Community Development Director Michele Throckmorton advised the Commission that the following deferred mortgage from a previous round of Community Housing Improvement Program (CHIP) grant has met the term of the mortgage being 10 years and a partial release is now warranted. A partial release is required since the county can only release 85% of the mortgage, which amount equals \$28,262.50. The balance of 15%, which amount equals \$4,987.50, must remain in effect until paid in full. The Prosecuting Attorney prepared the Partial Release of Real Estate Mortgage forms. Vice President David K. Smith entertained a motion that the Partial Release of Real Estate Mortgage for the following persons be approved and signed as presented:

- Tashina R. Kissinger

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Harold G. Montgomery made and Brent Saunders seconded the motion. Upon roll call votes were as follows: Harold Montgomery, yea; David Smith, yea; Brent Saunders, yea.

Release of real estate mortgage forms will be signed by Harold G. Montgomery, as President of the Commission, and is on file in the County's CHIP files.

RELEASE OF REAL ESTATE MORTGAGE

**KNOW ALL MEN BY THESE PRESENTS**, That County of Gallia, Office of Gallia County Commissioners, for a good and valuable consideration, the receipt of which is acknowledged, does hereby remise, release and discharge a real estate mortgage executed by **TASHINA R. KISSINGER** to the above-named County of Gallia, Office of Gallia County Commissioners, dated August 26, 2010 and recorded in Volume 501, Page 271 of the Mortgage Records of Gallia County, Ohio.

**IN WITNESS WHEREOF**, the above-named County of Gallia, Office of Gallia County Commissioners, has hereunto subscribed its name and seal this 1st day of October, 2020.

WITNESSES:

COUNTY OF GALLIA, OFFICE

GALLIA COUNTY COMMISSIONERS

/Michelle Throckmorton/Harold G. Montgomery

Harold G. Montgomery, PRESIDENT

/Anette Brown

STATE OF OHIO, GALLIA COUNTY, SS:

Before me, a Notary Public in and for said County and State, personally appeared Brent Saunders, President of County of Gallia, Office of Gallia County Commissioners, to me personally known, who acknowledged that he did execute the foregoing instrument as such officer and that the same is his free act and deed as such officer.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at Gallipolis, Ohio, the day and year last above written

/Kimberly Elliott

NOTARY PUBLIC

This instrument Prepared by: Jason Holdren, Gallia County Prosecuting Attorney  
18 Locust Street, Gallipolis, Ohio 45631.

ECONOMIC DEVELOPMENT – WEBSITE

Economic & Community Development Director Michele Throckmorton stated she has been working with two companies on quotes for a new web design, Infinity Web Services and Atlas Integrated, noting that the current website is out dated. County Administrator Melissa Clark gave a brief history noting the current website was created in 2013 by Atlas Integrated and is in need of an upgrade. The current website is created in Kentico which is becoming obsolete forcing the merge to WordPress. Ms. Clark also noted that photography and videography will be a key element in the new design. Ms. Throckmorton received two quotes and made the recommendation to the board they move forward with Infinity Web Services. Infinity Web Services does not require a contract and Atlas Integrated required a three-year contract. Harold G. Montgomery moved and Brent Saunders seconded the motion to approve the proposal of \$7,950.00 with Infinity Web Services upon Ms. Throckmorton recommendation. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

PROSECUTING ATTORNEY - RESOLUTION

Assistant Prosecutor Randy Dupree presented the following resolution:

**RESOLUTION GRANTING TO EASEMENT ENCROACHMENT**

**WHEREAS**, the Gallia County Board of Commissioners (Gallia County) is the owner of a fifteen (15) Foot easement affecting Lot 12 in Stone Harbor Subdivision, said lot having been assigned parcel number 00800112902 and with street address of 670 Pineview Drive, Gallipolis, Ohio 45631, Green Township, Gallia County, Ohio. The easement is recorder in the Gallia County Recorder's Office Plat Book 5, Page 141.

**WHEREAS**, Andrew Noe and Brynn Noe (Property Owners) are the owners of the property subject to the easement.

**WHEREAS**, there is an encroachment by Property Owner's garage into said easement, as illustrated by survey dated September 2020, attached hereto as Exhibit A, incorporated herein and made a part hereof (Encroachment).

**WHEREAS**, Gallia County is fully aware of said Encroachment and has determined that said Encroachment does not interfere with its ability to utilize the easement for its intended purpose.

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

1. Gallia County hereby consents to the Encroachment;
2. Gallia County will not require the removal or take any action to facilitate the removal of improvements from the easement;
3. This Consent is meant to be binding on Gallia County, its assigns, legal representatives and successors in interest;
4. This consent as to Encroachment is limited to Encroachment as illustrated in Exhibit A.
5. This Resolution shall be recorded and indexed in the Gallia County Recorder's Office's miscellaneous recorders.

**FURTHER**, this Board finds and determines that all formal actions of this board concerning and relating to the adoption of this resolution were taken in an open meeting of this board and that all deliberations of this board and of any committees that resulted in those formal actions were in meetings open to the public, in compliance with the law, including R.C. 121.22.

Brent Saunders made motion to adopt.

Harold G. Montgomery seconded the motion to adopt.

Voted on and signed this 1st day of October, 2020 in Gallia County, Ohio with voting as follows:

Commissioner Mr. Montgomery     yea

Commissioner Mr. Smith         yea

Commissioner Mr. Saunders     yea

Having at least two-thirds (2/3) of all members elected or appointed thereto concurring, the Resolution was adopted.

/Anette L. Brown, Clerk

Gallia County, Ohio

BOARD OF COMMISSIONERS

GALLIA COUNTY, OHIO

/David K. Smith, Vice President

/Brent Saunders, Commissioner

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I, the undersigned Clerk of Gallia County, Ohio, hereby certify that the foregoing is a true copy of the resolution duly passed by the Board of Commissioners of Gallia County, Ohio, on this 1<sup>st</sup> day of October, 2020. Further, I certify that the adoption of such resolution occurred in an open meeting held in compliance with R.C. 121.22.

*s/ Anette L. Brown*, Clerk  
Gallia County, Ohio

**DJFS – SUBGRANT AGREEMENT AMENDMENT**

DJFS Director Dana Glassburn and Superintendent Denise Shockley presented the commissioners the following Educational Service Center –TANF agreement:

**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 Educational Service Center, (hereinafter referred to as "SUBGRANTEE ESC") at P.O. Box 178 Rio Grande, Ohio 45674. 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 11/6/19; FAIN# 2001OHTANF) Temporary Assistance to Needy Families Block Grant, as administered by the U.S. Department of Health and Human Services, Federal Award signed on 11/6/19. At the time of signing the subgrant the FFY20 TANF 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, 2020 to September 30, 2021 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 six hundred-seventy thousand dollars (\$670,000).

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

**SOJOURNERS LEASE AGREEMENT**

Director Dana Glassburn presented the following Gallia County Children Services Building Office Space Lease with Sojourners Care Network for approval and signatures:

**OFFICE SPACE LEASE**

83 Shawnee Lane Gallipolis, Ohio 45631

1. This Lease witnessed that in consideration of the rentals herein reserved and mutual covenants expressed:

Gallia County Commissioners  
18 Locust Street  
Gallipolis, Ohio 45631

Hereinafter referred to as the Lessor, does hereby demise and lease to:

Sojourners Care Network  
PO Box 312  
McArthur, Ohio 45651

Hereinafter referred to as the Lessee, all those premises known and described as:

Office Suite formally known as Gallia County Children Services  
83 Shawnee Lane  
Gallipolis, Ohio 45631

2. To have and to hold the same with any appurtenances included, unto the said Lessee from:
  - A. The 1<sup>st</sup> day of October 2020 through December 31, 2020 which is hereby considered the first term of the agreement which.
  - B. The 1<sup>st</sup> day of January 2021 through December 31, 2021 which is hereby considered the second term of the agreement, with a renewal contingent upon agreement by both parties
3. Lessee agrees to pay Lessor a rental rate of:
  - A. \$1,000.00 per month for the first term of the agreement
  - B. \$2,000.00 per month for the second term of the agreement.

Said rental rate shall be payable directly to Lessor on or before the 10<sup>th</sup> of each month.
4. Lessee agrees to pay Lessor a rental deposit of \$1,000 and first month rent on or before October 10, 2020.
5. Lessee agrees to assume the cost of all utilities at the commencement of the second term of the agreement on January 1, 2021.
6. Lessee agrees to allow the Gallia County Children Services employees to have an entree easement to enter the building at any time to access the agency's Records Room located in the old Children's Home (which currently cannot be accessed from another entry point).
7. It is agreed that the Lessee in its obligation for the monthly rental charge is entitled to the use of the following:
  - A. First Term:
    - a. Office suite area consisting of two (2) offices, two (2) cubicle workspaces, restrooms, common/meeting area, and kitchen area
    - b. Up to six (6) desks, six (6) desk chairs, and other miscellaneous office furniture (not guaranteed)
    - c. Meeting table and four (4) chairs (not guaranteed)
    - d. Stove and microwave
    - e. Electric service (including air conditioning and heating of said office space)
    - f. Water and sewer service
    - g. Gas service (including hot water and heating for said office space)
    - h. Garbage removal service
    - i. Bi-weekly office cleaning
    - j. Parking
    - k. Electric lighting for the parking lot
    - l. Playground equipment
    - m. Small storage building for playground equipment
  - B. Second Term:

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- a. Entire Office suite area consisting of six (6) offices, one (1) cubicle workspace, restrooms, common/meeting areas, and kitchen areas
- b. Up to fifteen (15) desks, fifteen (15) desk chairs, and other miscellaneous office furniture (not guaranteed)
- c. Up to two (2) meeting tables and four (4) chairs (not guaranteed)
- d. Stove and microwave
- e. Parking
- f. Playground equipment
- g. Small storage building for playground equipment
- C. Lessee must maintain a renter's insurance policy for the facility. It is understood and agreed that the Lessee will be responsible to maintain all furniture items and equipment and are responsible for any damaged or destroyed furniture, items, and equipment.
- D. It is understood and agreed that the Lessee will be responsible for the installation and payment of any phone and internet services to be used in the leased office space.
- E. It is understood and agreed that the Lessee may not sublease the demised premises without prior approval of the Lessor.
- F. During the period of this lease or any renewal hereof, the same may be terminated by Lessee or the Lessor by written notice of Cancellation, mailed to the Lessor or the Lessee at his last known address at least 90 days prior to the effective date of such cancellation.
- G. All notices and correspondence shall be addressed as follows unless written notice of change is sent to the other party:

Lessee: Sojourners Care Network  
 Attn: Marcus Games  
 PO Box 312  
 McArthur, Ohio 45651

Lessor: Gallia County Commissioners  
 Attn: County Administrator  
 18 Locust Street, Room 1292  
 Gallipolis, Ohio 45631

LESSOR

Witnesses as to Lessor:  
*s/ Brent Saunders*, Commissioner  
 Brent Saunders  
  
*s/ Anette L. Brown*, Clerk  
 Anette L. Brown

LESSOR:  
*s/ David K. Smith*, Vice President  
 David K. Smith

10/1/2020

LESSEE

Witnesses as to Lessor:  
*s/ Daniela Moore*  
 Daniela Moore  
  
*s/ Lisa Remy*  
 Lisa Remy

LESSEE:  
*s/ Marcus Games*  
 Marcus Games, Co-Executive Director, Sojourners Care Net

9/24/2020

ATTORNEY REVIEW AND APPROVAL

Please be advised that I have reviewed the Proposed Lease Agreement between the Gallia County Commissioners and Sojourners Care Network and approve the same as to legal form.

*s/ Randy Dapree*, Assistant Prosecutor  
 Gallia County Prosecuting Attorney 9/24/2020

Vice President David K. Smith entertained a motion to approve upon Director Glassburn's recommendation. Harold G. Montgomery moved and Brent Saunders seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

EXECUTIVE SESSION – DJFS - PERSONNEL

At 10:10 a.m. the Vice President entertained a motion to enter into executive session with JFS Director Dana Glassburn to consider the employment of a public employee. Brent Saunders moved and Harold G. Montgomery seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea. Returned to regular session at 10:21 a.m., no action taken.

CHILD PROTECTIVE SERVICES RESOLUTION

Dana Glassburn, Director, Gallia County Department of Job and Family Services presented the Gallia County Children Board Child Protective Services Case Manager Attainment of Licensed Social Worker certificate Resolution dated September 27, 2020 and recommended the acceptance of said resolution by the Board of Gallia County Commissioners in order for the CSB resolution to take effect October 12, 2020 and continue after the merger of the two agency has been completed, (which is scheduled for December 1, 2020). Brent Saunders made the motion and was seconded by Harold G. Montgomery to adopt the foregoing resolution. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

**CHILD PROTECTIVE SERVICES CASE MANAGER  
ATTAINMENT OF LICENSED SOCIAL WORKER CERTIFICATE**

**Resolution**

**Whereas**, the Gallia County Children Services Board (CSB) desires to have all Child Protective Services Case Manager (CPSCM) positions filled by employees who possess a Licensed Social Worker (LSW) certification; and

**Whereas**, CSB supports and adopts an incentive of a one dollar (\$1.00) per hour pay increase for a CPSCM who obtains and maintains a LSW certification; and

**Whereas**, CSB acknowledges that it may take employees who are currently CPSCMs but who do not possess a LSW certificate up

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to three (3) years to obtain the necessary college courses and successfully attain a LSW certificate; and

**Whereas**, CSB Resolution #2020-02 dated April 20, 2020 states the CSB's intent to dissolve and the Board of Commissioners of Gallia County's Resolution adopted August 20, 2020 designates the Gallia County Department of Job and Family Services as the Public Children Service Agency for Gallia County effective December 1, 2020; and

**Whereas**, the Board of Commissioners of Gallia County is ultimately responsible for the efficient and effective administration of the Public Children Services Agency in Gallia County; and

**Whereas**, CSB seeks approval from the Gallia County Board of Commissioners to continue this \$1.00 per hour incentive for CPSCMs who attain a LSW certificate while employed by the Gallia County Department of Job and Family Services effective on and after December 1, 2020 so that said incentive continues to be obtainable;

**Now, Therefore, be it resolved** that the Gallia County Children Services Board of Gallia County hereby provide a Child Protective Services Case Manager employee with an additional one dollar (\$1.00) per hour pay increase: 1) when the employee successfully attains a Licensed Social Worker certificate, and 2) to any employee currently employed in a Child Protective Services Case Manager position who has already attained a Licensed Social Worker certificate prior to the enactment of this incentive. Said incentive shall go into effect at the beginning of the first pay period upon and following the agreement and approval from the Board of Commissioners of Gallia County that said incentive shall continue with the Gallia County Department of Job and Family Services on and after December 1, 2020.

Motion was made by Robert Jacks and seconded by Jan Koronich to adopt the foregoing resolution.

Vote on roll call on September 27, 2020 resulted: Mr. Skidmore, yea; Mr. Jacks, yea; Ms. Casey, yea; Mr. Shawver, yes; Ms. Koronich, yea.

**Signature:**

/ Phillip Skidmore, Chairman

/ Robert Jacks, Vice-Chairman

/ Carolyn Casey, Secretary

/ Kent Shawver, Member

/ Jan Koronich, Member

Attest: / Russ Moore, Executive Director

**DJFS TRANSFER/PROMOTION · EMPLOYEE**

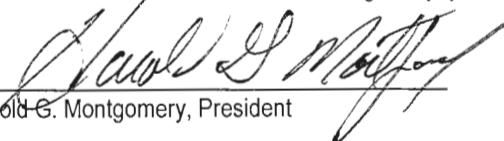
Based on a third party evaluation of candidates, Dana Glassburn, DJFS Director, recommended the transfer/promotion of Robyn Payne to Employment Services Supervisor 1 Position, PC#14201.0 CN#73300; effective at the beginning of the next full pay period, October 12, 2020, at a rate of \$20/hr. The Vice President entertained a motion to accept the recommendation. Harold G. Montgomery moved and Brent Saunders seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea.

**JAIL PROJECT**

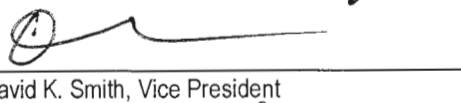
DLZ Architect Representatives Greg Gallieti and David Evans updated the commission on the correctional facility exterior view and interior lower level, first floor and mezzanine plan. Mr. Gallieti request the commissioners to approve at no additional cost the addition of Advanced Engineering Consultants to assist DLZ. The Vice President entertained the motion to approve the addition based on Greg Gallieti recommendation. Harold G. Montgomery moved and Brent Saunders seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Smith, yea; Mr. Saunders, yea. Also, in attendance: County Administrator Melissa Clark, County Maintenance Superintendent Tom Halfhill, Sheriff Matthew D. Champlin, Lieutenant Chris Gruber jail administrator and Gene Greene. No action Taken.

**ADJOURN**

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

  
Harold G. Montgomery, President

  
Anette L. Brown, Clerk

  
David K. Smith, Vice President

  
Brent Saunders, Commissioner