

SEPTEMBER 2, 2021

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

The President entertained a motion for approval of the August 26, 2021 minutes. M. Eugene Greene moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

2021 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
8/29	6	0	0	0	16	0	0	0	16	18	2	1	0	2

* Q. Jay Stapleton absent due to a pre-scheduled vacation.

FINANCIAL REPORT REVIEW

County Administrator Melissa Clark provided the Commission with the following financial report:

- The August 2021 Financial Reports for comparison with the August 2020 Financial Reports. The following was noted during the review:
 - 1/1/2020 beginning cash balance was \$1,407,189.99
 - 1/1/2021 beginning cash balance was \$2,676,785.01
 - Difference of \$1,269,595.02
 - 8/30/2020 ending cash balance was \$2,407,121.75
 - 8/30/2021 ending cash balance was \$3,159,249.10
 - Difference of \$752,127.35
- 16th Amended Certificate of Estimated Resources
- 2nd half Mobile Home as RE Settlement, 2021 Collections = \$11,390.70 tax collection + \$3,842.21 from state = \$15,221.55

GMCAA BOARD APPOINTMENT

The Gallia Meigs Community Action Agency has requested an updated letter from the Commissioners of their appointments to the GMCAA Board.

September 2, 2021

Ms. Lora Rawson, Executive Director
Gallia-Meigs Community Action Agency
PO Box 272
Cheshire OH 45620

Dear Ms. Rawson;

The Gallia County Commissioners would like to appoint the following Commissioners and their alternates to represent Gallia County's Public sector.

Due to experience and tenure, we believe the following representatives will be a great asset to the organization's direction and help to identify the needs of the community in this role.

Harold Montgomery	Commissioner	haroldm@gallianet.net	740-446-4374
M. Eugene Greene	Commissioner	ggreene@gallianet.net	740-446-4374
Q. Jay Stapleton	Commissioner	qjstapleton@gallianet.net	740-446-4374

Melissa Clark	County Administrator - Alternate	mclark@gallianet.net	740-446-4374
Karen Sprague	Grants Administrator - Alternate	ksprague@gallianet.net	740-446-4374
Anette Brown	Clerk - Alternate	gcboc@gallianet.net	740-446-4374
Kim Elliott	Asst. Clerk - Alternate	kelliott@gallianet.net	740-446-4374

Sincerely,

s/Harold Montgomery

Harold Montgomery
President
Gallia County Board of Commissioners

AIRPORT RUNWAY REPAINTING PROJECT – CHANGE ORDER #1

County Administrator Melissa Clark presented the Commission with change order #1 for the Airport Runway Repainting Project to extend the contract time for 37 days from 10/9/21 to 11/15/2021 for a \$0.00 cost increase. Mid Atlantic Maintenance has cited uncertainty of material availability as reason for the request. It was noted the change order has been approved and signed by contractor Mid Atlantic Maintenance and Steve Potoczak of Delta Airport Consultants has recommended the extension. President Montgomery entertained a motion to approve and sign the change order #1 as presented. M. Eugene Greene moved and Harold G. Montgomery seconded this motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

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TARA ESTATES SANITARY SEWER IMPROVEMENTS 2021 – OEPA WPCLF NOMINATION FORM

County Administrator Melissa Clark presented the Commission with an OEPA Water Pollution Control Loan Fund Nomination Form to request \$1,373,600 in Principal Forgiveness Loan (which means grant) for the Tara Estates Sanitary Sewer Improvements 2021 project. The nomination form notes the total project cost is \$1,503,593.75 with \$130,000 PY 2021 CDBG CD grant matching funds committed to the project.

Harold Montgomery entertained a motion to approve the OEPA Water Pollution Control Loan Fund Nomination Form as presented. M. Eugene Greene made and Harold G. Montgomery seconded the motion. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

GREEN SEWER PHASE 2 PAYMENT RESOLUTION # 1

County Administrator Melissa Clark presented the Commission with Payment Resolution # 1 for the Green Sewer Phase 2 Project for the following items:

- Engineering Fees - \$35,477.33
- Construction - \$277,978.90
- Total = \$313,456.23

Invoices will be or have been paid as follows:

- DLZ invoice 59094 = \$2,434.02 already paid from Fund #321 (will be reimb to County from future USDA draw)
- DLZ invoices 59466, 59833 = \$14,374.62 already paid from USDA draw #1 in Fund # 372
- DLZ invoice 60138 = \$18,668.69 to be paid directly to DLZ from OPWC disbursement request #1 – memo entry Fund #370
- J&H Reinforcing & Structural Erectors Inc. Pay Application # 1 = \$277,978.90
 - \$63,572.91 to be paid by County from balance of funds remaining from USDA draw #1 in Fund #372
 - \$214,405.99 to be paid directly to J&H Reinforcing & Structural Erectors Inc. from OPWC disbursement request #1 – memo entry Fund #370

M. Eugene Greene moved and Harold G. Montgomery seconded a motion to approve payment resolution # 1 as submitted and sign the contractors pay application #1. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

OPWC - GREEN SEWER PHASE 2 DISBURSEMENT REQUEST # 1

County Administrator Melissa Clark presented the Commission with OPWC Disbursement Request #1 for the Green Sewer Phase 2 Project for the following items:

- DLZ invoice 60138 - \$18,668.69 (will be paid directly to DLZ from OPWC)
- J&H Reinforcing & Structural Erectors Inc. Pay Application # 1 = \$277,978.90 (partial pay from OPWC)
 - \$214,405.99 will be paid directly to J&H Reinforcing & Structural Erectors Inc. from OPWC
- Total OPWC Disb Request #1 = \$233,074.68

M. Eugene Greene moved and Harold G. Montgomery seconded a motion to approve the OPWC Disbursement Request # 1 as submitted. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

MEMO ENTRY – REVENUE/EXPENSE OPWC LOAN GREEN SEWER PHASE 2

County Administrator Melissa Clark advised the Commission that OPWC will make direct payments to vendors for the Green Sewer Phase 2 Project OPWC loan funding. In order to reflect the receipt and expenditure of these loan funds within the county fund established as OPWC Loan - Green Sewer 2 the County Auditor must make the following memo entries:

- Memo payin in the amount of \$233,074.68 into 370.3000.400100 from OPWC Loan # CO17W
- Memo expense in the amount of \$18,668.69 from 370.0370.531100 to DLZ vendor # 8587 for invoice # 60138
- Memo expense in the amount of \$214,405.99 from 370.0370.531100 to J&H Reinforcing & Structural Erectors Inc. vendor # 9174 for pay application #1
- Credit Back \$233,074.68 from PO # 210095 in line item 370.00370.531100

DJFS – SUBGRANT AGREEMENT AMENDMENT 3

DJFS Director Dana Glassburn and Educational Service Center- OCSE Superintendent Doctor Denise Shockley presented the commissioners the following Educational Service Center –TANF subgrant agreement amendment 3:

**GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES
PURCHASE OF SERVICES SUBGRANT AGREEMENT
AMENDMENT NO. 3**

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 11/6/19; FAIN# 2001OHTANF) Temporary Assistance to Needy Families Block Grant.

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Availability of Funds:

Increase the total amount of the agreement to \$2,966,278.47. This is an increase in the amount of \$500,000.00. For clarification, Subgrantee shall assure that all program elements meet TANF Goal #3 and/or #4 and are allowable TANF expenses.

/ Dana L. Glassburn, Director September 2, 2021

/ Denise Shockley, Superintendent September 2, 2021

Gallia County Commissioners:

/ Harold G. Montgomery, President September 2, 2021

/ M. Eugene Greene, Vice President September 2, 2021

/ Randy Dupree, Assistant Prosecuting Attorney August 30, 2021

The President entertained the motion to sign the subgrant agreement amendment 3 as recommended. M. Eugene Greene made and Harold G. Montgomery seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

DJFS – SUBGRANT AGREEMENT

DJFS Director Dana Glassburn and Educational Service Center- OCSE Superintendent Doctor Denise Shockley presented the commissioners the following G-FFY21 – 0001:

**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 3rd 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 10/1/2020; FAIN# 2101OHTANF) 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 FFY22 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, 2021 to September 30, 2022 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 eight hundred-seventy thousand dollars (\$870,000).

The full subgrant agreement is on file at the commissioner's office and DJFS.

The President entertained the motion to sign the subgrant agreement amendment as recommended. M. Eugene Greene made and Harold G. Montgomery seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

EXECUTIVE SESSION – DJFS – LEGAL

At 9:54 a.m. the president entertained a motion to enter into executive session with JFS Director Dana Glassburn and attorney Donald Keller to discuss legal matters. M. Eugene Greene moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote. Returned to regular session at 10:35 a.m.; no action taken.

JOHN CAREY – GOVERNOR'S OFFICE OF APPALACHIA

John Carey Director of the Governor's Office of Appalachia met with the Commissioners to discuss various economic and community developments, and possible grants available for the Appalachia region. Also, in attendance County Administrator Melissa Clark, Economic & Community Development Director Elisha Orsbon, DJFS Director Dana Glassburn, County Treasurer Steve McGhee, Assistant County Engineer Kyle Mooney and Steve Wallis. No action taken.

DJFS – RATIFICATION OF COLLECTIVE BARGAINING - AGREEMENT

Ratification of the Collective Bargaining Agreement (CBA) with Communications Workers of America Local 4320 and Gallia County Department of Job and Family Services

The President entertained a motion upon the recommendation of Dana Glassburn, DJFS Director, to ratify the Collective Bargaining Agreement (CBA) with Communications Workers of America (CWA) Local 4320 and Gallia County Department of Job and Family Services (GCDJFS). Director Glassburn also recommended that all other GCDJFS employees, excluding the Director, receive the 2021 pay supplements as well as the October 2021 pay increase and, for operational consistency, apply the provisions of Article 30 and Article 35 of the CBA to all GCDJFS employees. Mr. Greene made the motion to accept Director Glassburn's recommendations Mr. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

DJFS/CHILDREN SERVICES – RESOLUTION

RESOLUTION TO ESTABLISH FLAT HOURLY RATES IN THE DEPARTMENT OF JOBS AND FAMILY SERVICES FOR 24-HOUR EMERGENCY CHILD SERVICES, EFFECTIVE SEPTEMBER 2, 2021

WHEREAS, by Resolution adopted August 20, 2020, the Gallia County Board of Commissioners designated the Gallia County Department of Jobs and Family Services as the Public Children Services Agency for Gallia County with the effective date of December 1, 2020; and

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WHEREAS, it is necessary to assign and have one (1) Children Services employee available 24 hours per day, seven days a week, including weekend days and holidays ("on call") to be available to respond to emergency telephone calls and on location situations involving children; and

WHEREAS, the on-call time is not hours worked; and

WHEREAS, The Director of the Gallia County Department of Jobs and Family Services recommends compensating the assigned Children Services employee at flat daily rates for being available after regular work hours during the work week, on weekend days and holidays and for handling after-hours emergency telephone calls lasting thirty (30) minutes or less during the work week, on week end days and holidays; and

WHEREAS, the Director of the Gallia County Department of Jobs and Family Services has determined and recommended that the appropriate compensation for the on-call assignment is a flat rate of \$25.00 for each non-holiday work week day and non-holiday weekend day an employee is assigned on call; and

WHEREAS, the Director of the Gallia County Department of Jobs and Family Services has determined and recommended that the appropriate compensation for the on-call assignment is a flat rate of \$50.00 for each recognized holiday that falls on a weekend day and the recognized holiday on which the employee would normally be scheduled to work; and

WHEREAS; the flat rate amount will be included in determining an employee's regular hourly rate for overtime purposes;

Now, Therefore, be it resolved that the Gallia County Board of Commissioners hereby adopts and authorizes the payment of the flat rate of \$25.00 for each non-holiday week day and non-holiday week end day, and \$50.00 for each holiday that falls on a weekend day and the recognized holiday on which the employee would normally be scheduled to work as compensation for on call assignments, effective September 2, 2021.

Motion was made by M. Eugene Greene and seconded by Harold G. Montgomery to adopt the foregoing resolution.

Vote on roll call resulted: Mr. Montgomery yea, Mr. Greene yea, Mr. Stapleton absent for vote

Adopted: September 2, 2021

Signatures:

s/ Harold G. Montgomery, President *s/ M. Eugene Greene, Vice President*

Attest: *s/ Anette L. Brown, Clerk*

Signed 9/2/2021

DJFS – DIRECTOR'S VACATION BUYOUT

DJFS Director, Dana Glassburn, requested the Commissioners to buyout his 2021 earned but unused vacation time. Mr. Glassburn stated due to the pandemic, children services merger, etc., he has not been able to utilize his vacation time and would not be able to get it down to the required one-year carryover this year without creating a hardship. Based on the FFY21 budget, September 24, 2021 payroll check would be the best time for such buyout to occur if it was to be approved. M. Eugene Greene made and Harold G. Montgomery seconded the motion to approve Mr. Glassburn's request to buy out his 2021 earned but unused vacation time, as of the end of the current pay period, payable on September 24, 2021, where usage at this time would create a hardship for the agency. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

SHERIFF – VEHICLE FLEET

Sheriff Matthew D. Champlin and Chief Deputy Troy Johnson gave an update on the sheriff's fleet and the availability and difficulty in replacement of vehicles. No action taken.

EXECUTIVE SESSION - PERSONNEL

At 11:18 a.m. the president entertained a motion to enter into executive session with County Administrator Melissa Clark to consider the employment of a public employee. M. Eugene Greene moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote. Returned to regular session at 11:44 a.m.; no action taken.

*** 1:00 pm – The Commissioners Harold G. Montgomery and M. Eugene Greene, and County Administrator Melissa Clark met with Granger and DLZ for the Jail OAC meeting in the Granger field office conference room, 537 2nd Ave. Gallipolis, Ohio.**

ADJOURN

The President entertained a motion for adjournment at 4:00. M. Eugene Greene moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, absent for vote.

MS

Harold G. Montgomery

Harold G. Montgomery, President

Anette L. Brown

Anette L. Brown, Clerk

M. Eugene Greene

M. Eugene Greene, Vice President

Q. Jay Stapleton

Q. Jay Stapleton, Commissioner

CASTO & HARRIS, INC. — RE-ORDER NO. 21488-20