

**OCTOBER 21, 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, present.

The President entertained a motion for approval of the October 14, 2021 minutes. M. Eugene Greene moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

TRAVEL REQUESTS				
DEPARTMENT	NAME	DATE	TO	RE:
DJFS	Dana Glassburn	10/25	Athens, Ohio	SEORTC Directors Mtg

The President entertained a motion to approve travel requests as submitted. M. Eugene Greene moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

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
10/17	4	3	1	0	0	0	0	0	4	27	1	1	0	3

**MEETING RESCHEDULED**

Due to the national holidays, Veterans Day and Thanksgiving, this year falling on a regular scheduled meeting day, also to attend the CCAO Winter Conference December 9, 2021. The President entertained a motion to reschedule the November 11, 2021 meeting to Tuesday **November 9, 2021** at 9:00 a.m., November 25, 2021 meeting to Tuesday **November 23, 2021** at 9:00 a.m. and December 9, 2021 meeting to Tuesday **December 7, 2021** at 9:00 a.m. Q. Jay Stapleton moved and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

**LEAVE DONATION APPLICATIONS**

Anette L. Brown, Clerk submitted leave donation forms from the county engineer's office of 4 hours of sick time from Stanley Bowman II to David Moore, 4 hours of sick time from Jonathan Preston to David Moore and 10 hours of sick time from Earl Shaver to David Moore of the Gallia County Engineer's office. The President entertained a motion to approve all three of the leave donations as submitted. Q. Jay Stapleton made and M. Eugene Greene seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

**LEAVE DONATION APPLICATIONS**

Anette L. Brown, Clerk submitted leave donation forms from the 911 office of 15 hours of sick time from Timothy Miller to Charla Dempsey-Howe, and 15 hours of sick time from Keith Wilson to Charla Dempsey-Howe of the Gallia County 911 office. The President entertained a motion to approve the two of the leave donations as submitted. Q. Jay Stapleton made and M. Eugene Greene seconded the motion. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

**FINANCIAL REPORT REVIEW**

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

- October Sales Tax Report – Ms. Clark noted that sales tax has remained consistent.

**LETTER OF ENGAGEMENT – ROBERT W. BAIRD & CO**

County Administrator Melissa Clark presented the Commission with a two (2) Letters of Engagement with Robert W. Baird & Co. Inc to serve as managing underwriter for Gallia County on its proposed offering and issuance of 1) Various Purpose Refunding Bonds, Series 2021 with a total approximate par amount of \$1,670,000. Baird's proposed placement agent fee will be 1.00% (\$10.00/\$1,000) of the principal par amount of the Securities issued and 2) USDA Refunding Bonds, Series 2021 with a total approximate par amount of \$3,142,100. Baird's proposed placement agent fee will be \$12,000. The President entertained a motion to approve and sign the two (2) letters of engagement as presented. Q. Jay Stapleton made and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

**RELEASE OF REAL ESTATE MORTGAGE  
GALLIA COUNTY CHIP PROGRAM (B-C-15-1AY-1)**

Grants Administrator Karen Sprague advised the Commission that the following deferred mortgage from a previous round of Community Housing Improvement Program (CHIP) grant has paid and should be released in full. The Prosecuting Attorney prepared the Release of Real Estate Mortgage form. Harold Montgomery entertained a motion that Release of Real Estate Mortgage document for the following person be approved and signed as presented:

- Nancy A. Vanderberg & Marvin D. Vanderberg (deceased), Records Mortgage Records Volume 601, Page 559-561

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M. Eugene Greene made and Q. Jay Stapleton seconded the motion. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea. Release of real estate mortgage form was 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 NANCY A. VANDERBERG & MARVIN D. VANDERBERG (deceased) to the above named County of Gallia, Office of Gallia County Commissioners, dated May 18, 2017 and recorded in Volume 601 Page 559-561 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 21st day of October, 2021.

WITNESSES: COUNTY OF GALLIA, OFFICE
GALLIA COUNTY COMMISSIONERS
of Karca Sprague of Harold G. Montgomery
HAROLD G. MONTGOMERY, PRESIDENT

STATE OF OHIO, GALLIA COUNTY, SS:

Before me, a Notary Public in and for said County and State, personally appeared Harold G. Montgomery, 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

of Kimberly Elliott
NOTARY PUBLIC

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

DJFS – SUBGRANT AGREEMENT AMENDMENT

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:

GALLIA COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES
PURCHASE OF SERVICES SUBGRANT AGREEMENT
AMENDMENT NO. 4

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.

Availability of Funds:
Increase the total amount of the agreement to \$3,466,278.47. 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.

of Dana L. Glassburn, Director October 21, 2021
of Denise Shockley, Superintendent October 21, 2021

Gallia County Commissioners:
of Harold G. Montgomery, President
of M. Eugene Greene, Vice President
of Q. Jay Stapleton, Commissioner
of Randy Depree, Assistant Prosecuting Attorney

The President entertained the motion to sign the subgrant agreement amendment as recommended. Q. Jay Stapleton moved and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

DJFS – MOU – GCCPS/GCFCFC

Director Dana Glassburn presented to following MOU for approval:

MEMORANDUM OF UNDERSTANDING

This memorandum of understanding (MOU) is made between the Gallia County Department of Job and Family Service, Child Protective Service Unit (herein after GCCPS), 848 Third Avenue Gallipolis Ohio, 45631 and the Gallia County Family and Children First Council (hereinafter "GCFCFC") and is in force and effect from October 1, 2021-September 30, 2022, unless otherwise terminated or amended in accordance with Ohio Administrative Code (OAC), as detailed below.

Whereas it is the desire of both GCCPS and GCFCFC to establish an agreement for the purpose of providing funding to support the needs of children and families in the community receiving services from GCFCFC.

Whereas GCCPS is designated to receive an allocation of Sate GRF-Multi-System Youth Funding (MSY) for SFY22, and any following years if said funding is available, may be transferred/distributed to GCFCFC in accordance with OAC 5101:9-6-24 (D). A minimum of 10% (amount to be determined) of the allocation for following state fiscal years.

Whereas GCCPS is designated to receive an allocation of State GRF-State Child Protective Services Allocation (SCPA) for SFY22 and any following years which may be transferred/distributed to GCFCFC in accordance with OAC 5101:9-6-9 (G)(3).

Now, therefore, the partis mutually agree as follows:

- GCCPS Direct may authorize and GCFCFC Intersystem Coordinator and Fiscal Agent may accept, in writing, to transfer MSY and/or SCPA and/or any other allowable funds from GCCPS to the GCFCFC during the stated MOU period based on the rules and requirements established for such transfer(s) and/or distributions(s).

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- GCFCFC will establish a separate financial account earmarked for flexible funding pool activity, in accordance with the Ohio Family and Children First Formal Guidance for the Family and Children First Flexible Funding Pool.
- GCFCFC agrees to use the Flexible Funding Pool only for services for children and families in accordance with the Ohio Family and Children First Formal Guidance for the Family and Children First Flexible Funding Pool.
- GCFCFC agrees to complete all necessary reporting in accordance with the Ohio Family and Children First Formal Guidance for the Family and Children First Flexible Funding Pool.
- Pooled funds may not be used for capital projects or used to supplant other federal, state, or local funds.
- Pooled funds are subject to audit by the Ohio Auditor of State and related audit fees are considered allowable administrative fees.
- The GCFCFC Administrative agent will not charge more than 10% administrative fees in years that require audit fees to be paid and shall limit such fees to 5% in any year where there are no audit fees paid.
- Either party may terminate this Memorandum of Understanding at any time with written notice.
- Both parties agree to retain all financial records and documentation pertaining to this MOU for a period of no less than three years after the completion of the MOU, provided that the Audit has been completed for the MOU period. All records must be made available for review upon request by GCCPS, Auditor of State, Ohio Department of Job and Family Services, or other federal agency during the retention period.

**SIGNATURES***s/ Dana Glassburn, Director, GCCPS 10/21/2021**s/ Robin Harris, GJM ADAMHS, 10/20/2021*  
Administrative Agent for GCFCFC**Commissioner:***s/ Harold G. Montgomery, President*  
*s/ M. Eugene Greene, Vice President*  
*s/ Q. Jay Stapleton, Commissioner***Attorney:***s/ Jason D. Holdren, Prosecuting Attorney*

Q. Jay Stapleton made the motion and M. Eugene Greene seconded the motion to approve the MOU as presented and recommended by Director Dana Glassburn. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

**EXECUTIVE SESSION – DJFS - PERSONNEL**

At 10:20 a.m. the president entertained a motion to enter into executive session with JFS Director Dana Glassburn and Business Administrator Kathy Campbell consider the employment of a public employees. Q. Jay Stapleton moved and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea. Returned to regular session at 10:39 a.m.; no action taken.

**ECONOMIC DEVELOPMENT – BROADBAND EXPANSION**

Charter Communications, Brian Young met with the commission to update on a State program (House Bill 2) and discuss the application they are applying for to serve the under severed areas in Springfield, Green and Clay Townships in Gallia County. Mr. Young noted they did look it the whole county. Mr. Young also inquired about a pledge from the Commissioners and requesting a Letter of Support to accompany their application. Also, in attendance Gallia County Economic & Community Development Director Elisha Orsbon, city commissioners Tony Gallagher and Gallipolis Township Trustees David Snyder.

**GALLIPOLIS TOWNSHIP - NO ENGINE BRAKE SIGN**

Gallipolis Township Trustee Dave Snyder requesting No Engine brake signage on Mill Creek road in Gallipolis township. Commissioner Montgomery instructed Mr. Snyder to contact ODOT Traffic Engineer regarding the exact area requesting to restrict the use of engine brakes according to the ORC 505.17 & 4513.221. Mr. Snyder noted Gallipolis Township would pay for the sign. No action taken.

**VETERAN – BUDGET REVIEW**

Veterans Director John Thomas, Veterans Board President Gary Fenderbosch and Veterans Board Vice President Robert McCarley met with the commission to discuss the 2022 budget request. No action taken.

**DJFS – LEASE CONTRACT – COUNCIL ON AGING**

Director Dana Glassburn presented a Lease Contract between Gallia County Council on Aging and Gallia County Board of Commissioners/Gallia County Department of Job and Family Services for the following:

Description of the Property  
2011 GMC Sierra Truck  
2009 Dodge Caravan  
2007 Chevrolet Uplander Van  
2007 Dodge Dakota Truck

A fixed lease is for 12 months with annual payments of one-dollar (\$1.00) due on the first day of the first full month of each twelve (12) month period included within the lease term. This lease does not have a limit as to miles per year. During the term of the lease and until the return of the vehicle, the Lessee will maintain insurance acceptable to the Lessor.

Q. Jay Stapleton moved and M. Eugene Greene seconded the motion to approve and have the president sign. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

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SURVIVAL SERVICES VOCA GRANT

Gallia County Economic & Community Development Director Elisha Orsbon and counselor Amy Sisson presented the 2022 Gallia County Survival Services VOCA grant requesting permission to sign the new the contract. Q. Jay Stapleton made and M. Eugene Greene seconded the motion to give permission to sign. Roll calls: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

\* 1:30 pm – The Commissioners Harold G. Montgomery, M. Eugene Greene and Q. Jay Stapleton, and County Administrator Melissa Clark met with Granger and DLZ for the Jail OAC meeting in the Granger field office conference room, 537 2<sup>nd</sup> Ave. Gallipolis, Ohio.

ODOT GRANT 2020 DRAW #2 (FINAL) APPROVAL  
GALLIA-MEIGS REGIONAL AIRPORT PROJECT

Grants Administrator Karen Sprague presented the Commission with the 2020 ODOT Airport grant (M20-24) draw #2 (Final) forms requesting \$800.00 from the County's 2020 ODOT grant for the 5% share of the following invoices:

- Delta Airport Consultants Inv # 1 thru 12 - \$140,000.00
- County Administrative Costs - \$2,000.00
- Total = \$142,000.00
- 5% ODOT Aviation grant = \$7,100 - \$6,300 (ODOT draw 1) = \$800 (Final Draw)
- 90% FAA grant = \$127,800.00 (FAA draws 1-4 received)
- 5% local match = \$7,100.00 provided from the Airport Fund #036

Harold Montgomery entertained a motion to approve and sign the grant draw #2 forms for reimbursement of payment of engineering invoices & administration as presented. Q. Jay Stapleton moved and M. Eugene Greene seconded this motion. Upon roll call votes were as follows: Harold Montgomery, yea; Gene Greene, yea; Jay Stapleton, yea.

EXECUTIVE SESSION – PERSONNEL

At 2:32 p.m. the President entertained a motion to enter into executive session to discuss consider the employment of a public employee. M. Eugene Greene moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea. At 2:48 p.m. Economic & Community Development Director Elisha Orsbon was requested to join the session. At 3:11 p.m. Economic & Community Development Director Elisha Orsbon exited the session. Returned to regular session at 3:33 p.m.; no action taken.

NEW HIRE – SEWER MAINTENANCE WORKER

County Administrator Melissa Clark recommended to hire Jerry Brammer III with a job title of "Sewer Maintenance Worker", a classified position at a pay rate of \$12.50 per hour, 80 hours biweekly with full benefits effective 10/25/21 with a 90-day probationary period expiring on January 23, 2022. The President entertained a motion to approve the action as recommended by the County Administrator. Q. Jay Stapleton made and M. Eugene Greene seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

CDBG - FY 2021 CRITICAL INFRASTRUCTURE GRANT AGREEMENT & APPROPRIATION APPROVAL (B-X-21-1AY-1)

Grants Administrator Karen Sprague presented the Commission with Ohio Department of Development grant agreement form for the FY 2021 Critical Infrastructure Grant for approval and signing and to request the County Auditor's Office to create a new fund for this grant titled "B-X-21-1AY-1" (for the period of 9/1/2021 – 10/31/2023), give that grant fund number 387, and to appropriate the \$500,000 grant into line items as follows:

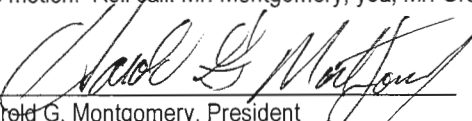
Appropriate	\$22,500.00	into	387.0387.510200	title	Salaries
Appropriate	\$71,900.00	into	387.0387.531100	title	Professional Fees
Appropriate	\$398,100.00	into	387.0387.531101	title	Tara Estates Sewer Replacement
Appropriate	\$3,724.50	into	387.0387.531102	title	Administration
Appropriate	\$3,150.00	into	387.0387.536400	title	PERS
Appropriate	\$299.25	into	387.0387.536500	title	Workers Comp
Appropriate	\$326.25	into	387.0387.536500	title	Medicare

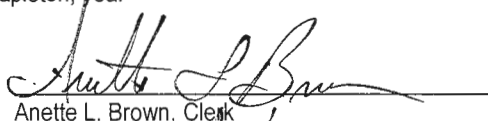
Also, request the County Auditor's Office to create the following revenue line items:  
Create 387.3000.400100 B-X-21-1AY-1 Grant Revenue (\$500,000)

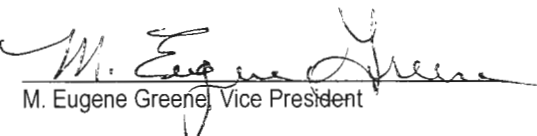
Harold Montgomery entertained a motion to approve the request and sign the grant agreement as presented Q. Jay Stapleton moved and M. Eugene Greene seconded this motion. Upon roll call votes were as follows: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

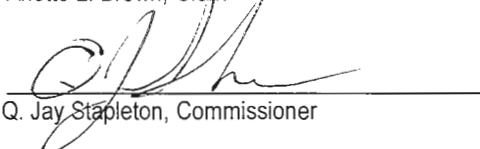
ADJOURN

The President entertained a motion to adjourn at 4:00 pm. Q. Jay Stapleton moved and Harold G. Montgomery seconded the motion. Roll call: Mr. Montgomery, yea; Mr. Greene, yea; Mr. Stapleton, yea.

  
Harold G. Montgomery, President

  
Anette L. Brown, Clerk

  
M. Eugene Greene, Vice President

  
Q. Jay Stapleton, Commissioner