

JULY 20, 2023

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 Q. Jay Stapleton, present; Commissioner Leslie Henry, present.

The President entertained a motion for approval of the July 13, 2023 minutes. Leslie Henry made and Q. Jay Stapleton seconded motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

2023 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
7/16	4	0	0	1	5	0	0	0	5	23	0	0	0	10

EXECUTIVE SESSION – COMMISSIONERS – PERSONNEL

9:17 a.m., the President entertained a motion to enter into executive session with the County Administrator to discuss the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee. Leslie Henry made and Q. Jay Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea. Returned to regular session at 9:31 a.m. No action taken.

REQUEST FOR QUALIFICATIONS/PROPOSALS – GRANT & LOAN PROGRAM ADMINISTRATION

County Administrator Brian Rutherford presented the Commission with the Request for Qualifications and Proposals letter requesting qualification statements and proposals from qualified professional planning, community development, and/or other qualified consulting firms or community action agencies to perform necessary functions for its PY2023 CDBG Community Development Program (including the Allocation, Residential Public Infrastructure Program, Target of Opportunity Program and Critical Infrastructure Investment Program) and any/new programs announced by ODOT under CDBG, HOME, and OHTF programs, as well as grants and loans from FAA, ODOT Office of Aviation, USDA, ARC, OPWC & OWDA. It was noted the scope of work includes the development of a grant and loan applications, environmental review record, A & E, planning and related services for these programs including a fair housing component and coordination and/or data entry on ODOT OCEAN system and technical assistance for grant activities and related CDBG/RLF planning work such as CDIS. Mr. Rutherford advised all proposals must be responsive to the Scope of Services section of this RFP and must meet the content of RFQ/RFP criteria noting responses are due no later than 4:00 p.m., Friday, August 4, 2023. Mr. Rutherford requested the Commission approve the document and grant the President permission to sign it so that it can be provided to entities wishing to submit responses. President Smith entertained a motion to approve and sign the Request for Qualification and Proposals letter as submitted. Q. Jay Stapleton and Leslie Henry moved and seconded the motion. Roll call votes: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

D&K – KENNELS

Dog Warden Alonna Grimm had requested 5 new kennels for the Dog Shelter. David K. Smith instructed Special Projects Manager Tom White to oversee the Maintenance Department on getting these purchased and installed. President Smith entertained a motion to authorize Mr. White to spend up to \$2500.00 for the kennels and latches. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call votes: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

D&K PART TIME HIRE

Tom White, Special Projects Manager recommended the part time new hire of Christa Rife, as Assistant Dog Warden a classified position, with a three (3) month probation period at a pay rate of \$12.00 per hour and 59 hours biweekly effective 7/21/2023. This part time position does not offer health insurance benefits. The President entertained a motion to approve the action as recommended by Mr. White. Leslie Henry moved and Q. Jay Stapleton seconded a motion. Roll call: Mr. Smith, yes; Mr. Stapleton, yea; Ms. Henry, yea.

RESOLUTION – ARPA FUNDS FOR CENTERVILLE SR 279 CULVERT REPLACEMENT

Q. Jay Stapleton introduced the following resolution and moved for its passage:

CASTO & HARRIS, INC. — RE-ORDER NO. 25403-23

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A resolution directing a portion of the County's American Rescue Plan fiscal recovery funding to the provision of government services, to the extent of the County's reduction in revenue resulting from the COVID-19 public health emergency, by authorizing expenditures related to Centerville Village SR 279 Culvert Replacement Project, with funds to be encumbered March 3, 2021, and ending December 31, 2024.

WHEREAS, Title IX, Subtitle M, Section 9901 of the American Rescue Plan Act, Pub. L. 117-2 [H.R. 1319], signed into law March 11, 2021 ("ARPA"), appropriated Coronavirus Local Fiscal Recovery Fund (the "Fund") payments from the U.S. Treasury Secretary to metropolitan cities, non-entitlement units of local government, and counties; and,

WHEREAS, pursuant to the ARPA's Fund methodology, Gallia County was allocated approximately \$8,450.00 (the "Fund Payment") to "mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (COVID-19)"; and,

WHEREAS, in response to this economic crisis, the Department of the Treasury ("Treasury Department") is providing such relief to state and local governments to enable them to continue to support the public health response and lay the foundation for a strong and equitable economic recovery; and,

WHEREAS, the ARPA and its supporting guidance issued by the Treasury Department provide that the Fund Payment may only be used by the County to finance costs that (a) respond to the COVID-19 public health emergency or its negative economic impacts; (b) respond to workers performing essential work; (c) provide government services to the extent of reduction in revenue; and (d) make necessary investments in water, sewer, or broadband infrastructure (collectively, "Criteria"); and,

WHEREAS, so long as the County duly directs its Fund Payment to finance those costs in compliance with the Criteria, the County may use the Fund Payment to offset the County's various fiscal effects from COVID-19 during the period beginning March 3, 2021, and ending December 31, 2024 (the "Covered Period"); and,

WHEREAS, the County received some or all of the Fund Payment directly from the Treasury Department and such Fund Payment has been or will be deposited into special revenue fund, #384 titled American Recovery Plan Fund, created and maintained by the County to cover only expenditures consistent with ARPA, including the criteria and applicable regulations; and,

WHEREAS, the Treasury Department has published an Interim Final Rule and a Final Rule with an effective date of April 1, 2022 (collectively, 31 C.F.R. 35.1 et seq.), its regularly updated Coronavirus State and Local Fiscal Recovery Funds' Frequently Asked Questions, and its Coronavirus State and Local Fiscal Recovery Funds: Overview of the Final Rule (collectively, "Guidance"), further explaining the Criteria and the proper use of the Fund Payment during the Covered Period; and,

WHEREAS, the Criteria and Guidance describe such eligible uses of the Fund Payment to include the provision of government services to the extent of the County's reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and,

WHEREAS, the Gallia County Board of Commissioners intends to take action and use the Fund Payment as described herein in a manner consistent with the Final Rule released by the Treasury Department on January 6, 2022, as authorized under said Department's Statement Regarding Compliance with the Coronavirus State and Local Fiscal Recovery Funds Interim Final Rule and Final Rule; and,

WHEREAS, on January 27, 2022 Gallia County Board of Commissioners deemed the entirety of the County's Fund Payment under the "standard allowance" with respect to revenue loss due to COVID-19 under the ARPA, the Criteria, and its supporting Guidance, and as specifically authorized under 31 C.F.R. 35.6(d)(1), to wit: "the reduction

in the recipient's general revenue due to the public health emergency over the period of performance will be deemed to be ten million dollars"; and,

WHEREAS, this expenditure for Centerville Village SR 279 Culvert Replacement Project is aligned with the project code 6.1, Provision of Government Services.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF GALLIA COUNTY THAT:

Section 1. The Board of County Commissioners approve the use of ARPA fiscal recovery funds as a response to the Coronavirus public health emergency and the related negative impact on the economy as a provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency for the Centerville Village SR 279 Culvert Replacement Project for Provision of Government Services consistent with the allowable use noted in the recitals above and in the U.S. Treasury guidance as of the date of this resolution.

Section 2. The approval for use is as follows: Centerville Village SR 279 Culvert Replacement Project in the amount of \$8,450.00.

Section 3. The agreement authorized shall be fully executed, with funds to be encumbered during the period beginning March 3, 2021, and ending December 31, 2024.

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Section 4. It is found and determined that all formal actions of the Board of County Commissioners concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board, and that all deliberations of the Board that resulted in this formal action were in meetings open to the public in compliance with Ohio's Sunshine Laws, including R.C. 121.22.

Seconded by Leslie Henry, and after discussion, a roll call vote was taken

Roll call:

Mr. Smith, Yea

Mr. Stapleton, Yea

Ms. Henry, Yea

ADOPTED: this 20th day of June, 2023

s/ David K. Smith, President

s/ Brian Rutherford, County Administrator

s/ Q. Jay Stapleton, Vice President

s/ Leslie Henry, Commissioner

INVESTMENT ADVISORY COMMITTEE

Gallia County Treasurer, Steve McGhee, Chair of the Investment Committee, presented the quarterly 2023 investment report for review. The Investment reports are submitted monthly; with meetings held quarterly. Members present were the Commissioners David K. Smith, Q. Jay Stapleton, Leslie Henry and Steve McGhee, County Treasurer and Clerk of Courts Noreen Saunders. The Investment Report is on file in the Treasurer's office and in the Commissioner's office for review.

EMPLOYEE – SEWER DEPT. - RESIGNATION

Special Projects Manager presented and recommended to accept the resignation immediately from Candace Harmon. Leslie Henry moved and Q. Jay Stapleton seconded the motion to accept resignation with the recommendation of Mr. White. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

PROSECUTOR

Prosecutor Jason Holdren met with the Commissioners concerning previous discussion on hiring an extra assistant prosecuting attorney. President Smith entertained a motion for an \$80,000.00 (per year and prorated for this year) supplemental appropriation to fund a salary position for an Assistant Prosecutor position that will focus on delinquent property taxes and delinquent sewer bills. This funding will be re-evaluated in 18 months. Leslie Henry made and Q. Jay Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

COLE MASSIE – ECONOMIC DEVELOPMENT UPDATES

Cole Massie met with the Commissioners with updates and highlights going on with Economic Development. No action taken.

- Partnership with CIC/URG and the County
- The Commissioners previous contribution and how it is being used
- Sewer line extension
- Inclusion Grant of \$50,000.00 for River City Leather
- Local Business visits
- Land Bank
- The update and re-organization of Growgallia.com
- Submissions to Jobs Ohio

EXECUTIVE SESSION – COLE MASSIE – ECONOMIC DEVELOPMENT

11:15 a.m., the President entertained a motion to enter into executive session with Cole Massie, URG Economic Development Director to discuss confidential business information about economic development matters. Leslie Henry moved and Q. Jay Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea. Returned to regular session at 11:50 p.m. No action taken.

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911 – QUARTERLY UPDATE

911 Director, Sherry Daines met with the commissioners to provide his quarterly update. No action taken.

911 – CHAIR CONTRACT

911 Director Sherry Daines expressed the need to the Commissioners for new chairs at the 911 center. These leather chairs are normally \$2000.00 each and she is requesting to replace 5 of the chairs. Ms. Daines stated that she could lease the chairs from Thomas Shelby & Company for \$2,831.00 a year and they come and take out the old ones and replace with new ones each year. President Smith entertained granting Ms. Daines the authority to sign a contract with Shelby & Company to lease the chairs. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

CCAO – ENERGY PROGRAM

Phil Dysart, Palmer Energy and John Leutz, CCAO Assistant Director met with the Commissioners concerning the Aggregation Program for AEP customers. They explained the program and the benefits it could potentially have for AEP customers and they also stated that this would need approved asap in order for it to be put on the ballot for the November general election. President Smith entertained passing a resolution to start the process with the Board of Election's to have this on the ballot. Leslie Henry made and Q. Jay Stapleton seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

2023 MATERIAL AND SERVICES CONTRACT – DJFS

DJFS Director Dana Glassburn submitted a 2023 general road work and dust control contract. The President entertained a motion to approve the submitted contract, Leslie Henry made and Q. Jay Stapleton seconded the motion. Roll calls: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

The contract is as follows:

THIS CONTRACT AND AGREEMENT, MADE AND CONCLUDED IN GALLIPOLIS, OHIO, THIS 20th DAY OF July, 2023 BY AND BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF GALLIA COUNTY, OHIO, HEREINTO AFTER CALLED THE FIRST PARTY, AND Gallia County Department of Job and Family Service HEREINTO AFTER CALLED THE SECOND PARTY.

WITNESSTH:

WHEREAS, THE SECOND PARTY IS DESIROUS OF HAVING CERTAIN STREETS AND ROADS WITHIN ITS TERRITORY CONSTRUCTED, RELOCATED, REPAIRED, OR IMPROVED, AND ANY OTHER WORK REQUIRED OF THE FIRST PARTY, AS FOLLOWS:

GENERAL ROAD WORK AND DUST CONTROL.

WHEREAS, THE SECOND PARTY DOES NOT HAVE THE NECESSARY EQUIPMENT AND/OR PERSONNEL TO PERFORM THE WORK AFORESAID AND DOES DESIRE TO HAVE SAID WORK PERFORMED BY THE FIRST PARTY, THROUGH THE GALLIA COUNTY ENGINEER BRETT BOOTHE AND HIGHWAY DEPARTMENT OF SAID COUNTY; AND DJFS.

WHEREAS, THE ENGINEER'S OFFICE AND THE EMPLOYEES OF SAID GALLIA COUNTY HIGHWAY DEPARTMENT MAY BE AVAILABLE ON SATURDAYS AND OTHER DAYS OF EACH WEEK (PROVIDING IT DOES NOT INTERFERE WITH OVERALL MAINTENANCE OF COUNTY HIGHWAY SYSTEM AND EMPLOYEES ARE AVAILABLE) TO PERFORM WORK AND LABOR FOR, AND ON BEHALF OF, OTHER POLITICAL SUB-DIVISIONS WITHIN THE COUNTY.

*WHEREAS, THE SECOND PARTY AGREES TO THE GALLIA COUNTY ENGINEER'S "**PAYMENT OF MATERIAL AND SERVICES POLICY**".*

*NOW THEREFORE, THE FIRST PARTY IS WILLING TO FURNISH THE NECESSARY EQUIPMENT AND LABOR, AND TO PERFORM THE WORK AFORESAID, AS A CHARGE TO THE SECOND PARTY FOR THE USE OF SAID EQUIPMENT, MATERIALS, AND LABOR. ALL LABOR, MATERIALS USED, AND FRINGE BENEFIT RATES WILL BE CHARGED AT THE CURRENT COUNTY RATES. EQUIPMENT WILL BE CHARGED AT THE "**GALLIA COUNTY ENGINEER'S 2023 EQUIPMENT RATES**".*

*WHEREAS, THE SECOND PARTY IS DESIROUS OF HAVING ACCESS/UTILITY PERMITS (WHICH INCLUDE DRIVEWAY PERMITS, ADDRESSING PERMITS, AND PERMITTING OF UTILITIES) ON TOWNSHIP ROADS BY THE FIRST PARTY, AS FOLLOWS: **DRIVEWAY PERMITTING, ADDRESSING PERMITTING, AND UTILITY PERMITTING.***

WHEREAS, THE SECOND PARTY DOES NOT HAVE THE NECESSARY EQUIPMENT AND/OR PERSONNEL TO PERFORM THE WORK AFORESAID AND DOES DESIRE TO HAVE SAID WORK PERFORMED BY THE FIRST PARTY, THROUGH THE GALLIA COUNTY ENGINEER BRETT BOOTHE AND ENGINEER'S OFFICE OF SAID COUNTY; SAID SECOND PARTY.

*WHEREAS, THE SECOND PARTY AGREES TO THE GALLIA COUNTY ENGINEER'S "**DRIVEWAY CULVERT, ADDRESSING, AND UTILITY PERMITTING POLICY**".*

NOW THEREFORE, THE FIRST PARTY IS WILLING TO FURNISH THE NECESSARY EQUIPMENT AND LABOR, AND TO PERFORM THE WORK AFORESAID, CHARGED AS A PERMIT FEE TO THE PERMIT APPLICANT AT THE SAME FEE RATE AS THE CURRENT COUNTY ENGINEER FEE SCHEDULE FOR PERMITS. NO PERMIT FEE SHALL BE BILLED TO THE TOWNSHIP FOR THESE SERVICES.

*WHEREAS, THE SECOND PARTY IS DESIROUS OF **MATERIAL PURCHASES** FROM THE ENGINEER'S OFFICE AND HIGHWAY DEPARTMENT FOR THEIR USE.*

WHEREAS, MATERIAL PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE BY THE ENGINEER'S OFFICE AND HIGHWAY DEPARTMENT.

*WHERE, THE SECOND PARTY AGREES TO THE GALLIA COUNTY ENGINEER "**PAYMENT OF MATERIAL AND SERVICES POLICY**".*

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THEREFORE, BE IT RESOLVED, THE FIRST PARTY IF WILLING TO FURNISH MATERIAL WITH LOADING AT COUNTY COST AS A CHARGE TO THE SECOND PARTY.

THE SECOND PARTY AGREES, DOES COVENANT, TO SAVE HARMLESS THE FIRST PARTY FROM ANY AND ALL LOSS AND RESPONSIBILITY FOR ANY DAMAGES AND/OR FOR INJURY TO PERSONS, PROPERTY, OR OTHERWISE, ARISING FROM THE USE OF THIS EQUIPMENT PERFORMANT OF THE WORK AND LABOR UNDER THIS AGREEMENT.

THE FIRST PARTY AGREES THAT THE WORK SHALL BE DONE UNDER THE SUPERVISION OF THE GALLIA COUNTY ENGINEER OR PERSONS DESIGNATED BY HIM.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS TO DUPLICATES HEREOF THE 20TH DAY OF JULY, 2023 (original contract on file in the engineer's office and copies at the Gallia County Commissioners office)

SIGNED IN THE PRESENCE OF:
(AS TO FIRST PARTY
s/ Amanda Phillips, Clerk

THE BOARD OF COUNTY COMMISSIONERS
OF GALLIA COUNTY, OHIO 7/20/2023
s/ David K. Smith, President
s/ Q. Jay Stapleton, Vice President
s/ Leslie Henry, Commissioner

DJFS – NEW HIRE

Dana Glassburn, GCDJFS Director, recommended hiring Whitney Clagg to fill the position of Child Protective Services Case Manager 2, Classification Number 34136, Position control #50004.0, with an effective hire date to be determined by the Director upon successful completion of preliminary employment screening processes and in accordance with ORC 5105:2-33-55 (B) (1). The starting pay rate is \$19.80/hour. President Smith entertained Mr. Glassburn's recommendation. Q. Jay Stapleton made and Leslie Henry seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

CDBG - FY 2022 CDBG TARGET OF OPPORTUNITY GRANT AGREEMENT & APPROPRIATION APPROVAL

B-D-22-1AY-1

Grants Administrator Karen Sprague presented the Commission with Ohio Development Services Agency grant agreement form for the FY 2022 CDBG Target of Opportunity Grant for approval and signing and to request the County Auditor's Office to create a new fund for this grant titled "B-D-22-1AY-1" (for the period of 7/1/2023 – 9/1/2025), give that grant fund number 411, and to appropriate the \$244,500 grant into line items as follows:

Appropriate \$234,500.00 into 411.0411.531100 title Jackson Pike Workforce Dev

Appropriate \$10,000.00 into 411.0411.531101 title Administration

Also, request the County Auditor's Office to create the following revenue line items:

Create 411.3000.400100 B-D-22-1AY-1 Grant Revenue (\$244,500)

David Smith entertained a motion to approve the request and sign the grant agreement as presented. Q. Jay Stapleton moved and Leslie Henry seconded this motion. Upon roll call votes were as follows: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.

REVIEW RECORD - B-D-22-1AY-1

CERTIFICATION OF DETERMINATION OF SUBSEQUENT EXEMPTION FOR A CATEGORICAL EXCLUSION PROJECT

Grants Administrator Karen Sprague presented the Commission with the paperwork for approval of the Environmental Review Record for the following projects for which a certification of determination of subsequent exemption for a categorical exclusion project could be made:

- Gallia County–Other Public Facilities Improvements (Jackson Pike Workforce Development Project)

David Smith entertained a motion to approve the forms as presented. Q. Jay Stapleton made and Leslie Henry seconded that motion. Upon roll call votes were as follows: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea. All forms were signed by David K. Smith, as President of the Commission, and they are on file in the County's CDBG files.

*1:30 pm – The Commissioners met with Granger and DLZ for the Jail OAC meeting.

*2:30 pm Commissioner Henry left to decorate and prepare for the Republican Corn Roast.

*3 pm Commissioners Smith and Stapleton attended the Land Bank meeting.


*6 pm the Commissioners attended the Gallia County Corn Roast.

CASSTO & HARRIS, INC. — RE-ORDER NO. 25403-23

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ADJOURN

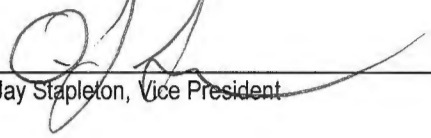
At 8:00 p.m. the President entertained a motion for adjournment. Q. Jay Stapleton made and David K. Smith seconded the motion. Roll call: Mr. Smith, yea; Mr. Stapleton, yea; Ms. Henry, yea.



David K. Smith, President



Amanda Phillips, Clerk to the Board



Q. Jay Stapleton, Vice President

Absent

Leslie Henry, Commissioner