February 25, 2019

Agenda

9:15 a.m. TMHA Short Term Loan Request - Martin Howell and Jill Lengler

Lord's Prayer

Pledge of Allegiance

Approve Minutes

Before/After Expenditures

Supplemental Appropriations (5)

Out of County Travel – Dog Pound

Out of State Travel – JFS (2)

ORDC Agreement – CHIP – OCED

CSEA Title IV-D Agreements

Request NO HEARING – Liquor Permit – Wilkshire Golf Inc

Road Maintenance Agreement – Berlin Lumber

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION, MONDAY, THE 25TH DAY OF FEBRUARY, 2019, WITH THE FOLLOWING MEMBERS PRESENT:

Joe Sciarretti
Chris Abbuhl
Al Landis

Commissioner Sciarretti presiding

The Lord's Prayer was said.
The Pledge of Allegiance was said.

RESOLUTION (137-2019) APPROVE MINUTES

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the minutes of the previous meeting as written.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (138-2019) BEFORE/AFTER EXPENDITURES

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to approve the following before/after expenditures:

Times Reporter (Commissioners)	$260.40
Ziegler Tire (Engineer)	$2,621.08
Martin's Mobile Glass (Juvenile/Probate Court)	$288.37
Treasurer State of Ohio (JFS)	383.52
Compass Minerals America, Inc (Engineer)	$6,451.82
Stark County Coroner (Coroner)	$1,500.00
Cronisers (Southern Court)	129.99
Attorney William Lang (Insurance Trust)	$910.00
Kimble (Insurance Trust)	887.00

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (139-2019) SUPPLEMENTAL APPROPRIATIONS

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following supplemental appropriations:

DEPARTMENT	FROM	TO	AMOUNT	REASON
Auditor/Prosecutor	E-0440-A018-A00	A-006-A001-E16	950.00	Prosecutor' Office now receiving reimbursements for certain expert witness expenses. Revenue/Disbursements accounts created to account for this activity. Revenue certification to be increased for this. Supplemental required to pay expert witness.
OCED	T05-T25	T05-T21	$373,680.00	To cover the remaining grant funds used for Private Owner Rehabilitation
OCED	Q90-Q99	Q90-Q21	$22,350.04	Courthouse Dome Bond Principal payments for 2019 (June/December)
OCED	Q90-Q99	Q90-Q22	$32,668.21	Courthouse Dome Bond Interest payments for 2019 (June/December)
Commissioners	A018-A00	A207-A01	$10,000.00	Summer maintenance workers (2)
Tusc County LEPC	B051-B25	B051-B15	$2,000.00	Funds needed for Haz-Mat training

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (140-2019) OUT OF COUNTY TRAVEL – DOG POUND

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to approve the following travel request as submitted by Crystal DiGenova, Dog Pound Supervisor:

DATE: 04-24-2019
LOCATION: Canton, OH
ATTEND: Crystal DiGenova and Beth Lewis
USING COUNTY VEHICLE: Yes – if available – 60 miles round trip
EXPENSE: Registration - $199.00
REASON: Developing Emotional Intelligence seminar

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (141-2019) OUT OF STATE TRAVEL – JFS

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the following travel requests as submitted by David Haverfield, JFS Director:

DATE: 02-12-2019 – 02-13-2019
LOCATION: Arkansas
ATTEND: Brittany Renner
USING COUNTY VEHICLE: No
EXPENSE: Airfare - $638.00; Hotel - $71.49; Meals - $60.00; Rental Car - $75.00
REASON: Required monthly visit for child in custody

DATE: 03-30-2019 – 04-201-2019
LOCATION: Arkansas
ATTEND: Brittany Renner
USING COUNTY VEHICLE: No
EXPENSE: Airfare - $328.00; Hotel - $150.00; Meals – $90.00; Rental Car - $150.00
REASON: Required monthly visit for child in custody

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (142-2019) RESOLUTION AUTHORIZING AN AGREEMENT WITH THE OHIO REGIONAL DEVELOPMENT CORP. (ORDC) FOR THE PROVISION OF ADMINISTRATION, PUBLIC SERVICE, AND IMPLEMENTATION SERVICES FOR THE PY-2017 COMMUNITY HOUSING IMPACT AND PRSERVATION PROGRAM (CHIP), ONLY IN THE EVENT THAT THE APPLICATION IS SUCCESSFUL IN OBTAINING FUNDING

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis to approve the following:

Tuscarawas County Board of Commissioners hereby resolves that:

In the event that the PY-2019 CHIP Application for Tuscarawas County in collaboration with the City of Dover is successful in obtaining funding from the state, the Tuscarawas County Commissioners authorize the execution of an Agreement for the PY-2019 Community Housing Impact and Preservation Program (CHIP) for Administration and Implementation Services with the Ohio Regional Development Corporation (ORDC). ORDC is to work with and at the direction of the Tuscarawas County OCED in order to assure that all services, information and documentation required by said Agreements, HUD, the State of Ohio and/or the CHIP guidelines are provided. This resolution also authorizes the president and/or the vice president of the board of commissioners to sign any and all documentation related to the execution of said contract/agreement.

Upon a roll call vote of this resolution pertaining to the PY-2019 CHIP Program, the motion was passed.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (143-2019) CSEA – TITLE IV-D AGREEMENTS

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to authorize Tuscarawas County CSEA to enter into Title IV-D agreements with the following entities for the period of January 2019-December 2019, in order to obtain Federal Financial participation as a source of reimbursement to the county general fund for services rendered in support of the Child Support Program by the Courts, Clerk of Courts, and Sheriff's Office:

- Tuscarawas County Court of Common Pleas, General Trial Division Magistrate
- Tuscarawas County Court of Common Pleas, Juvenile Division Magistrate
- Tuscarawas County Clerk of Court
- Tuscarawas County Sheriff's Office

This action is taken upon the request of Traci A Berry, CSEA Director.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (144-2019) REQUEST NO HEARING – LIQUOR PERMIT – WILKSHIRE GOLF INC

It was moved by Commissioner Abbuhl, seconded by Commissioner Landis, to request NO HEARING in regards to a liquor permit for Wilkshire Golf Inc. Club House, Shelter House, Pavilion and Golf Course, 10566 Wilkshire Boulevard, Lawrence Township, Bolivar OH 44616. No correspondence has been received regarding this request.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (145-2019) ROAD MAINTENANCE AGREEMENT – BERLIN LUMBER – CR 52, 54, AND 79

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve the road maintenance agreement with Berlin Lumber LLC RTM Transport, to use Tuscarawas County Road 52, 54, and 79 from Harmon Hill Rd/York Township Rd 336 to SR 39, a distance of 1 mile on CR 54, 2.5 miles on CR 52, and 2.5 miles on CR 79 for hauling logs for the period beginning February 25, 2019 and ending June 1, 2019. This action is taken upon the recommendation of Joe Bachman, County Engineer.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

RESOLUTION (146-2019) PAY BILLS

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to approve payment for the following bills:

911			
MNJ Technologies	Computer	$1,143.00	
Staples	Supplies	$143.95	
Language Line Services	Interpreter	$23.84	
American Electric Power	Tower Electric	$190.97	
APCO Institute	EMD Re-Certifications	$778.00	
APCO Institute	EMD Re-Certifications	$369.00	
			$2,648.76
Auditor			
Great Lakes Computer Corp	Server Maintenance	$138.00	
			$138.00
Clerk of Courts			
Jeanne Stephen	Travel	$98.50	
Jodi Fouts	Travel	$108.00	
Twin City Chamber	Lease	$175.00	
			$381.50
Commissioners			
Times Reporter	Annual Subscription	$260.40	
American Electric Power	Service	$2,279.79	
John's Sweeper	Supplies	$35.07	
Times Reporter	R & B Advertising	$102.30	
American Electric Power	Service	$1,878.19	
American Electric Power	Service	$78.48	
Frontier	Service	$598.00	
Tusc Co Soil & Water	3rd Quarter 2019	$58,700.00	
Newcomerstown Chamber	Registration/Abbuhl	$20.00	
Superior Basement	Repairs/CSEA	$1,300.00	
Tusc Co Chamber of Commerce	Safety Council	$20.00	
Frontier	Service	$494.15	
US Bank Equipment Finance	Copier Lease	$117.26	
Tusc Co Soil Conservation	Season Summer Maintenance	$10,000.00	
			$75,883.64
Common Pleas			
Thomson Reuters West	Library Plan	$127.60	
Elizabeth Stephenson	Reimb/Technology Item	$43.62	
			$171.22
Community & Economic Development			
Ohio Regional Development Corp	Soft Costs/B-C-17-1CT-1	$350.00	
Ohio Regional Development Corp	Soft Costs/B-C-17-1CT-1	$1,150.00	
Mount Corrick Construction	CHIP Home Repair	$1,850.00	
Mount Corrick Construction	CHIP Home Repair	$3,375.00	
			$6,725.00
Emergency Management			

Buehler's Food	Supplies	$35.95	
Office Experts	Xerox Copier Maintenance	$67.26	
			$103.21
Engineer			
Walton Auto Glass	Repairs/Parts	$100.00	
Radiator Service	Radiators	$494.00	
Truck Sales & Service	Repairs/Parts	$34.39	
Galicks	Bridge & Culvert Supplies	$198.40	
Galicks	Repairs	$2,045.00	
Company Wrench	Used Excavator per bid	$135,800.00	
			$138,671.79
Job & Family Services			
Melvin & Verna Yoder	Transportation	$3.50	
Mark & Danielle Dickey	Transportation	$19.40	
Raymond & Kelsie Shanefelt	Transportation	$107.00	
Tusc Co Sheriff	Gas	$126.56	
Patti Wendling	Travel	$22.50	
David Haverfield	Travel	$320.89	
Tusc Co Water & Sewer	Pump Station Maintenance	$150.00	
Raymond & Kelsie Shanefelt	Transportation	$20.60	
Melvin & Verna Yoder	Transportation	$38.00	
Mark & Danielle Dickey	Transportation	$49.50	
The Ranch of Opportunity	FC Clothing Reimb	$443.97	
Chuck & Gina Johns	FC Clothing Reimb	$315.72	
Joshua Cottrell	FP Training Stipend	$360.00	
Raymond & Kelsie Shanefelt	FP Training Stipend	$80.00	
Christian Children's Home of OH et al	Boarding Home Payroll	$30,579.91	
			$32,637.55
Juvenile/Probate			
OH Association of Magistrates	Registration	$225.00	
Franklin County Probate Court	Mental Hearing	$43.00	
Donna Miller	Travel	$30.28	
Donna Miller	Guardianship Investigation Fee	$125.00	
Monica Benavides	Interpreter	$347.64	
Times Reporter	Legal Ad	$458.80	
OH Association of Magistrates	Registration	$225.00	
Martin's Mobile Glass	Windshield Repair	$288.37	
Atty Karen Dummermuth	Atty Fees	$792.95	
Matthew Bender	Law Books	$58.44	
Staples	Supplies	$194.42	
Donna Miller	Guardianship Investigative Fee	$125.00	
			$2,913.90
Law Library			
Independence Business Supply	Supplies	$50.83	
			$50.83
Public Defender			
TIAA Commercial Finance	Contract Copy Machine	$204.69	
Quickprint Center	Supplies	$120.00	
Frank Bair	Rent	$900.00	
			$1,224.69
Sheriff			
MNJ Technologies	Computer	$1,143.00	
Staley Technologies	Repairs	$1,785.00	
Graphic Enterprises	Copier Supplies	$14.22	
US Bank Equipment	Copier Lease	$589.96	
Fedex	Shipping Charges	$25.60	

Morrow & Meyer LLC	Legal Services	$1,691.05	
G & L Supply	Supplies	$775.43	
Fenton Brothers	Supplies	$453.50	
Wadsworth Service	Repairs	$944.48	
Stark County Sheriff's Office	Pre-Employment Polygraph	$185.00	
Miller's Clothing	Clothing Allowance	$109.90	
First Communications	Long Distance	$13.79	
American Electric Power	Service	$36.51	
American Electric Power	Service	$8,694.64	
Diamond Drugs	Inmate Medical Treatment	$3,585.47	
Total ID Solutions	CCW Supplies	$580.00	
On City Streets Inc	CIT Training	$805.00	
John M Ellis	CIT Training	$300.00	
Kimble Co	Solid Waste Disposal	$38.42	
			$21,770.97
Southern Court			
American Electric Power	Service	$478.79	
Thomson Reuters	Legal Books	$376.00	
			$854.79
Treasurer			
Dan Loibl	Supplies	$18.00	
Independence Business Supply	Supplies	$15.89	
Times Reporter	Advertising	$1,959.66	
			$1,993.55
Veterans			
Office Experts	Maintenance	$79.47	
			$79.47
Water & Sewer			
SmartBill	Customer Billing	$2,077.20	
Quickprint	Supplies	$190.00	
Summers Rubber Co	Materials	$21.89	
Treasurer State of OH	NPDES Permit	$750.00	
Great Lakes Water & Waste	Materials	$253.03	
Occupational Medicine Center	Drug Screen	$72.00	
American Electric Power	Service	$384.44	
American Electric Power	Service	$404.00	
Frontier	Service	$55.86	
Frontier	Service	$69.70	
Charles Lebold	Easement	$7,000.00	
Frontier	Service	$43.11	
First Communications	Long Distance	$143.34	
Andrii V & Hannah Bernik	Easement	$5,000.00	
Kyle & Jadee Dunn	Easement	$5,525.00	
Joseph & Chela Keller	Easement	$1,610.00	
Troy Pantelis	Contract Services	$320.00	
Heath Consultants	Repairs	$963.07	
Tusc Co Commissioners	Crane Truck Payment	$1,219.50	
Frontier	Service	$48.43	
			$26,150.57
			$312,399.44

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

Other Business Discussion: Commissioner Sciarretti thanked all those who have been out working in the dangerous conditions and windstorm. Commissioner Sciarretti specifically noted seeing a tree fall and that the proper authorities responded quickly to remedy the emergency.

TUSCARAWAS COUNTY METROPOLITAN HOUSING AUTHORITY (TMHA) SHORT TERM LOAN REQUEST - MARTIN HOWELL AND JILL LENGLER

Martin Howell, Executive Director of the TMHA, attended the Commissioners meeting discuss a request regarding a short term loan in order to assist with covering funding gaps in administrative costs, and presented the following:

Tuscarawas Metropolitan Housing Authority (TMHA) Financial Situation
February 8, 2019

The Mission of TMHA is to assist eligible families and individuals with safe, decent, and affordable housing opportunities without discrimination.

TMHA's biggest housing effort is the Section 8 Housing Choice Voucher Program, a HUD-funded rental assistance program that helps eligible families, (including senior citizens, handicapped, veterans) find affordable, privately- owned rental units in Tuscarawas County. TMHA subsidizes a portion of the rent for the tenant family, and pays a Housing Assistance Payment to the participating owner. TMHA receives an administrative fee for each voucher that is utilized. This provides over 94% of THMA's operating income.

This amount has been prorated over the last 8 years. Meaning instead of getting 100% of our administrative fee we receive a lesser amount. For 2019 we are getting 80%. It has been as low as 67%. The administrative tasks and responsibilities of TMHA have not lessened.

We are allocated 575 Vouchers and $ $2,401,992 (CY18). This is not a simple calculation of divide the budgeted amount by 575 and you get $x dollars per voucher. Each voucher amount is different based on the ability of the recipient to pay. One beneficiary may get $100 of a $600 monthly rent paid by a Section 8 voucher, and another may get $550 paid by Section 8.

It is a very delicate balancing act to be leased up to the total number of assigned vouchers without exceeding the amount of funds allocated from HUD. Don't want to be over leased. Don't want to be under leased.

In 2017 TMHA was over leased. HUD made us close our waiting list. Then we were under leased. Less Section 8 vouchers used, less administrative income received.

HUD bases the amount of money they send to us monthly on lease up date from the previous year. If we are leased up less in the current year compared to the last year, they take money back. HUD says TMHA owes them $20,000.

Because of the federal government shut down and threatened 2nd shut down, we are not guaranteed to receive any money from HUD after March.

TMHA also had a Family Self Sufficiency program which is funded by a grant that has to be applied for yearly. The award of this grant has been delayed because of the federal shutdown. TMHA continues to operate this program.

Because of the preceding, TMHA is in a long term and short term financial crunch

We are proposing to address the long term financial issue by either shortening the work week from 40 to 32-26 hours, or eliminating a position. In the short term TMHA needs money to pay pending bills and payroll. We are working with our software to get our payment spread out through the year instead of a lump sum at beginning of year. We have approached banks who do not lend small amounts to government agencies because of the cost involved for the bond is not worth their while.

We are requesting a short term loan from the County Commissioners to pay the following:

Monthly Payroll/Benefits	
Payroll (Gross)	$ 7,295.00
Payroll (Gross)	$ 7,295.00
ST	$ 4,590.00
OPERS	$ 3,501.60
ST	$ 8,091.60
INSURANCE	$ 4,904.00
Monthly Payroll/Benefits GT	**$22,995.60**
Software License/Support Contract (Due 3/1/19)	**$11,275.00**

State IPA Audit Fee	**$ 8,500.00**
Grand Total	**$ 42,770.60**

Commissioner Sciarretti asked Mr. Howell if the situation in Tuscarawas County was similar to that of other counties. Mr. Howell stated that the situation in Tuscarawas County is unique, in large part because Tuscarawas County is a Section 8 Voucher only county. Being Section 8 only means that in Tuscarawas County individuals who receive housing voucher can live in a dwelling of his or her choosing. There is no government housing in the county, outside of an area in Uhrichsville/Dennison.

Commissioner Landis asked a follow-up question on if there would be an advantage to Tuscarawas County having public housing. Jill Lengler, Regional Planning and Floodplain Coordinator, attended the meeting in support of TMHA's request, provided an answer to Commissioner Landis' question. According to Ms. Lengler, the goal of being a Section 8 is to not concentrate poverty in a particular area, commonly referred to "projects." The goal of this decision, which was made in 1972, was to avoid the stigma of needing government assistance. Jill Lengler also stated that approximately 62% of recipients are elderly or disabled.

Commissioner Abbuhl posed a few different questions to Mr. Howell, the first being the length of the loan. Mr. Howell stated that he was requesting a one year loan. Commissioner Abbuhl then asked if TMHA was able to have a rainy day type fund, should a funding issue ever occur in the future. Martin Howell noted that having a rainy day fund would likely be impossible. HUD requires that TMHA use the money as opposed to saving it in a rainy day type of fund. Commissioner Abbuhl also asked Mr. Howell of what changes TMHA would make moving forward in order to avoid future funding issues. Martin Howell iterated that TMHA will have to make drastic changes, likely in its staffing.

Commissioner Landis requested an organizational chart for TMHA so that he could better understand TMHA. According to Mr. Howell, he did not have an organizational chart readily available but that he could provide access to any recent audit information. Commissioner Abbuhl stated the Board has always attempted to be frugal with tax payer dollars. Mr. Abbuhl added that there are many capital projects at this time, one of which has now doubled in cost, but that this request will be reviewed. Commissioner Sciarretti stated that Robert Stephenson, Assistant County Prosecutor, is currently reviewing the Ohio Revised Code, however, there is nothing found as of yet that says the Commissioners could provide TMHA with a loan.

The Commissioners took the request under advisement, and Mr. Howell thanked the Commissioners for taking the time to hear his request.

NO OTHER BUSINESS COMING BEFORE THE BOARD.

RESOLUTION (145-2019) ADJOURN

It was moved by Commissioner Landis, seconded by Commissioner Abbuhl, to adjourn at 9:54 a.m. to meet in Regular Session, Wednesday, the 27th day of February, 2019.

VOTE: Joe Sciarretti, yes;
Chris Abbuhl, yes;
Al Landis, yes;

We hereby certify the above and foregoing to be a true and correct account of the proceedings as had by and before us on the day and year first written above.

Joe Sciarretti

Chris Abbuhl

Al Landis

Attest: _____
Adam Stilgenbauer, Clerk