

April 5, 2023

Agenda

Lord's Prayer
Pledge of Allegiance

9:15 a.m. Peggy Pritz – Board of Trustees for Area Agency on Aging Region 9 – Anticipated Grant

Approve Minutes 4-3-23

Approve Before/After Expenditures

Approve Inter-Fund Transfer/Advance

Approve No Hearing Liquor Permit – Zoar Market

Approve Change Order #1 – Mineral City South High Ext. Sanitary Sewer

Approve Hire – Maintenance Worker II – Gibson

Recognition – National County Government Month 2023

Establish Fund – RCHD Employee Payout Fund – Policies & Procedures

Approve Dog & Kennel Report – March 2023

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION WEDNESDAY, THE 5th DAY OF APRIL, 2023 WITH THE FOLLOWING MEMBERS PRESENT:

Chris Abbuhl
Kristin Zemis
Greg Ress

Commissioner Chris Abbuhl presiding.

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

RESOLUTION (301-2023) APPROVE MINUTES

It was moved by Commissioner Ress, seconded by Commissioner Zemis to approve the minutes from the April 3, 2023 meeting as written.

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, yes;

RESOLUTION (302-2023) BEFORE/AFTER EXPENDITURES

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

VENDOR	OFFICE	AMOUNT
Verizon Wireless	Sheriff's Office	\$501.08

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;

RESOLUTION (303-2023) INTER-FUND TRANSFER/ADVANCE

It was moved by Commissioner Zemis, seconded by Commissioner Ress to approve the following inter-fund transfer/advance as per State Auditor's recommendation:

From: Co. General to Public Assistance (April 2023 Mandated Share) \$18,610.00

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, yes;

RESOLUTION (304-2023) REQUEST NO HEARING – LIQUOR PERMIT – ZOAR MARKET LLC

It was moved by Commissioner Ress, seconded by Commissioner Zemis, to request NO HEARING in regards to a liquor permit for Zoar Market, LLC. No correspondence has been received regarding this request.

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, yes;

RESOLUTION (305-2023) CHANGE ORDER #1 MINERAL CITY SOUTH HIGH EXT. SANITARY SEWER

It was moved by Commissioner Zemis, seconded by Commissioner Ress to approve the following change order #1 for the Mineral City South High Ext. Sanitary Sewer, in the total amount of \$19,031.90, changing the original contract amount of \$315,725.00 to \$334,756.00, as requested by Mike Jones, Sanitary Engineer:

CHANGE ORDER NO.: 1

Owner: Tuscarawas County Owner's Project No.:
Engineer: Tuscarawas County Sanitary Engineer Engineer's Project No.: MC-20-01
Contractor: Palmer & Son Excavating, Ltd. Contractor's Project No.:
Project: Mineral City South High Ext. Sanitary Sewer
Contract Name: N/A
Date Issued: Effective Date of Change Order:

The Contract is modified as follows upon execution of this Change Order:

Description:

Refer to the attached "Change Order Summary" and the attached change proposals submitted by the Contractor.

Attachments:

Change Order Summary; Contractor Proposal ("CP") #1 (email dated 12/05/2022); CP #2 (dated 01/19/2023); CP #3 (dated 01/26/2023); and CP #4 (dated 02/17/2023)

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 315,725.00	Original Contract Times: Substantial Completion: 150 days Ready for final payment: 180 days
Increase from previously approved Change Orders No. 1 to No.: \$ 0.00	Increase from previously approved Change Orders No. 1 to No.: Substantial Completion: N/A Ready for final payment: N/A
Contract Price prior to this Change Order: \$ 315,725.00	Contract Times prior to this Change Order: Substantial Completion: 150 days Ready for final payment: 180 days
Increase this Change Order: \$ 19,031.90	[Increase] [Decrease] this Change Order: Substantial Completion: N/A Ready for final payment: N/A
Contract Price incorporating this Change Order: \$ 334,756.90	Contract Times with all approved Change Orders: Substantial Completion: 150 days Ready for final payment: 180 days

<p style="text-align: center;">Recommended by Engineer (if required)</p> <p>By: <u><i>Michael Jones</i></u></p> <p>Title: <u>Director/Sanitary Engineer</u></p> <p>Date: <u>4/3/23</u></p> <p style="text-align: center;">Authorized by Owner</p> <p>By: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p style="text-align: center;">Accepted by Contractor</p> <p><u><i>Kevin A. Fisher</i></u></p> <p>Owner</p> <p>3/24/2023</p> <p style="text-align: center;">Approved by Funding Agency (if applicable)</p> <p><u><i>Chris Abbuhl</i></u></p> <p><u><i>Kristin Zemis</i></u></p> <p><u><i>Greg Ress</i></u></p>
---	--

CHANGE ORDER #1 - SUMMARY

Item	Description	Amount
1	Deduct for transducer, process meter and hoist socket	\$ (1,200.00)
2	Unforeseen site conditions: additional Excavation and Stone for removal/replacement of unsuitable foundation material for lift station. Cost is detailed further in the attached proposal from Palmer & Son Excavating, Ltd. dated 1/19/2023	\$ 5,193.90
3	Unforeseen site conditions: additional work and process delays associated with removal of existing concrete pavement underlying the roadway	\$ 5,408.00
4	Unforeseen site conditions: Breaking up/removal of concrete for lateral installations; additional cleanouts not shown in drawings	\$ 9,630.00
Grand Total		\$ 19,031.90

VOTE: Chris Abbuhl, yes;
 Kristin Zemis, yes;
 Greg Ress, yes;

Discussion: *Kris Lowdermilk, HR Manager, was present to request the hiring of Mike Gibson due to his qualifications.*

RESOLUTION (306-2023) APPROVE HIRE – Maintenance Worker II

It was moved by Commissioner Ress, seconded by Commissioner Zemis to approve the following:

WHEREAS, Mike Gibson has been determined by the Board of Commissioners, to meet the minimum qualifications established for the classification of Maintenance Worker II.

WHEREAS, the classification of Maintenance Worker II is considered to be in the classified service, pursuant to Ohio Revised Code 124.11.

THEREFORE, be it resolved that Mike Gibson shall begin his employment as a fulltime Maintenance Worker II effective April 24, 2023, in the classified service at a rate of \$18.80 per hour.

VOTE: Chris Abbuhl, yes;
 Kristin Zemis, yes;
 Greg Ress, yes;

RESOLUTION (307-2023) RECOGNITION – NATIONAL COUNTY GOVERNMENT MONTH 2023

It was moved by Commissioner Ress, seconded by Commissioner Zemis to approve the following resolution of recognition for National County Government Month, April 2023.



Discussion: *Commissioner Abbuhl stated this is something the County Commissioners Association of Ohio (CCAO) is encouraging that all Counties participate in this by passing a resolution. We have some posters to put up and some yard signs that are in the Courtyard. We would like to get a photo of the Commissioners in the Courtyard and send it to CCAO and celebrate the work that we do each day in our County.*

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, yes;

RESOLUTION (308-2023) ESTABLISH FUND – TUSCARAWAS COUNTY HEALTH DEPARTMENT – TCHD EMPLOYEE PAYOUT FUND – POLICIES & PROCEDURES

It was moved by Commissioner Zemis, seconded by Commissioner Ress to establish the Tuscarawas County Health Department (TCHD) Employee Payout Fund. The purpose of this fund is to have an established balance of funds to be utilized for the purposes of payouts when employees resign or retire.



**Tuscarawas County Health Department
TCHD Employee Payout Fund Policies and Procedures**

The purpose of this fund is to have an established balance of funds to be utilized for the purposes of payouts when employees resign or retire.

The TCHD Employee Payout Fund has been established by the Tuscarawas County Auditor as fund XXX and approved for use by the Board of Health beginning April 19, 2023.

At the end of each program fiscal year, a report will be generated via the Kronos Timekeeping system to determine the amount of accrued vs. utilized vacation and/or sick time for each employee who works the given program. After computing the number of unused hours from each employee, it will then be determined the amount of time spend in the program for that program year.

Example: Employee A: 20 unused hours of vacation and 40 unused hours of sick time. 25% of his/her working time was spent in Program A and 75% of his/her working time in Program B. Only 25% of the unused vacation and sick leave can be charged to program A and 75% can be charged to program B.

An invoice will be created by TCHD to the program with an itemized list of unused leave charges by employee. The program will pay the invoice accordingly and funds will be deposited into the Employee Payout Fund for future use.

Below is a list of programs and their fiscal end date:

Fund

- G000 Food Service February 28
- T054 RHW March 31
- T002 Campground April 29
- V050 Pools April 29
- T008 PHEP June 30
- T014 Tobacco June 30
- T023 GVO June 30
- T018 Project Dawn September 29
- T000 WIC September 30
- E000 Health December 31
- N050 Water Quality December 31
- T003 Sewer December 31
- T009 Tattoo December 31
- T016 Solid Waste December 31
- T017 CFHS December 31
- T020 December 31
- T050 December 31
- T064 BCMH December 31

VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, yes;

RESOLUTION (309-2023) DOG & KENNEL REPORT – MARCH 2023

It was moved by Commissioner Ress, seconded by Commissioner Zemis to approve the Dog & Kennel Report for March, 2023 as submitted by Elizabeth Lewis, Facility & Adoption Specialist:

DOG & KENNEL MONTHLY REPORT

March 2023



1)	Total dogs picked up by Wardens (a+b)	_____	30
	a. Owner requested pick up	_____	1
	b. Strays picked up by Wardens	_____	29
2)	Strays brought in by public	_____	8
3)	Dogs brought to pound by owners	_____	20
4)	Total dogs to Pound (1+2+3)	_____	58
5)	Dogs adopted	_____	17
6)	Dogs redeemed by owners	_____	25
7)	Number of dogs euthanized	_____	1 (PD=1)
8)	Released to rescues	_____	15
	a. Pull fees	_____	\$ 80
9)	Pound fees	_____	\$ 2328
10)	Pick up fees	_____	\$ 600
11)	License fees	_____	\$ 944
12)	Licenses sold on the road by Wardens	_____	0
13)	Licenses sold at the Pound	_____	38
14)	Complaints handled	_____	57
15)	Citations issued	_____	3
16)	Animal claims	_____	0
17)	Mileage on trucks		
		F150 2022	Truck #1 _____ 2272
		F150 2021	Truck #2 _____ 1773.7
		F150 2017	Truck #3 _____ 0
			Total _____ 4045.7

Submitted by: Peri

Euthanasia Key
 Q = Quarantine PD = Pound Dog
 OR = Owner Surrendered (either for health or aggression)

VOTE: Chris Abbuhl, yes;
 Kristin Zemis, yes;
 Greg Ress, yes;

RESOLUTION (310-2023) PAY BILLS

It was moved by Commissioner Zemis, seconded by Commissioner Ress, to approve payment for the following bills:

Meeting Date - April 5, 2023

American Rescue Plan Act

Julian & Grube	ARPA Consulting	\$3,390.00	
			\$3,390.00

Auditor

Treasurer, State of Ohio	LGS Audit Fee	\$9,000.00	
			\$9,000.00

Child Support

Action NOW Pest Control	Services	\$45.00	
AEP	Electric Utility	\$1,112.74	
CBTS	Service	\$657.19	
ComDoc	Supplies	\$166.95	
Frontier	Service	\$54.88	
Go Shred	Service	\$50.53	
Staples Business Credit	Supplies	\$170.78	
			\$2,258.07

Clerk of Courts

First Federal	Service	\$114.00	
Software Computer Group	Service	\$65.99	
Twin City Chamber	Lease	\$175.00	
			\$354.99

Commissioners

Brandywine Valley Development	April '23 Royalty Sharing	\$166.25	
CCAO	Registration Fee	\$45.00	
Charter Communications	Services	\$69.98	
Dawson Sec & Home Automation LLC	Repair	\$600.00	
Dominion Energy	Gas Utility	\$792.51	
Eastern OH Dev Alliance 'EODA'	Registration Fee	\$35.00	
Fenton Bros Electric Inc	Supplies	\$47.04	
Frontier	Services	\$69.70	
Go Shred	Services	\$261.00	
Kennedy Insurance Agency	Bond	\$175.00	
Koorsen Fire & Security	Repair	\$808.45	
Mastercard	Gas	\$25.23	
Midland Brightwood	Supplies	\$550.00	
Occupational Medicine Ctr	Services	\$45.00	
Ohio Med-Eastern Governments Assoc	Registration Fee	\$30.00	
Pitney Bowes	Lease	\$172.82	
Pitney Bowes	Lease	\$1,852.93	
Tusc Co Agricultural Society	2022 Grant	\$5,000.00	
US Bank Equipment Finance	Copier Contract	\$158.64	
VEIT	Supplies	\$1,039.80	
			\$11,944.35

Coroner

Axis Forensic Toxicology Inc	Services	\$70.00	
Axis Forensic Toxicology Inc	Services	\$717.00	
Catherine S Clarke	Travel Reimbursement	\$91.80	
Cuyahoga Co Medical Examiner	Services	\$950.00	
Todd Stanley	Travel Reimbursement	\$94.20	
			\$1,923.00

Dog & Kennel

Fairfield Computer Services LLC	Mthly Licensing Software	\$200.00	
Hillside Propane	Propane	\$634.78	
Humble Creatures	Services	\$376.00	
Lowe's	Supplies	\$349.79	
Total First Aid	Supplies	\$78.15	
			\$1,638.72

EMA

US Bank Equipment Finance	Copier Contract	\$98.59	
			\$98.59

Engineer

Frontier Communications	Service	\$247.88	
Joshua Brandt	Easment	\$875.00	
Lowes Business Account	Supplies	\$239.53	
Tusc Co Recorder	Services	\$90.00	
Ziegler Bolt & Nut House	Supplies	\$141.90	
			\$1,594.31

JFS

Amazon Capital Services	IND LIV/KNS/FACES	\$1,630.92	
Benjamin & Emily Lippert	FP Training	\$45.00	
Crystal & Timothy Delello	Non-Recurring	\$2,000.00	
David & Tiffany Ryan	FP Training	\$60.00	

Derek & Savannah McCune	FC Transportation	\$72.00	
Dr Nicholas Varrati MD	Services	\$225.00	
Joshua Cottrell	FP Training	\$105.00	
Lighthouse Family Center LTD	FACES	\$2,060.00	
Lighthouse Family Center LTD	FACES/Evaluation	\$600.00	
Quez Therapeutic Solutions	Services	\$120.00	
Raymond & Laura Miller	FC Reimb/Water Sample	\$95.00	
Superfleet Mastercard Program	Transportation	\$47.36	
Timothy & Jacquelyn McDonnell	FC Transportation	\$63.60	
Timothy & Jacquelyn McDonnell	FC Reimbursement	\$115.11	
Tyler & Holly Mummert	FC Reimb	\$27.73	
US Postal Service	Postage	\$2,500.00	
Verizon Wireless	Services	\$435.41	
Wex Bank	Transportation	\$1,495.32	
			\$11,697.45
Park			
Mastercard	Domain Renewal Fee	\$15.17	
Tusc Co Sheriff's Office	Gas	\$460.43	
US Bank Equipment Finance	Copier Contract	\$158.64	
			\$634.24
Prosecutor			
Anna J Pearch	Travel Reimbursement	\$31.20	
			\$31.20
Sheriff			
Cummins Allison Corp	Maintenance	\$502.00	
Dominion Energy Ohio	Gas Utility	\$3,493.85	
FedEx	Services	\$55.74	
Oak Pointe Veterinary Care	Services	\$361.98	
Staples	Supplies	\$152.72	
US Bank Equipment Finance	Copier Leases	\$557.93	
VEIT	Copier Charges	\$140.27	
VEIT	Copier Charges	\$346.83	
			\$5,611.32
Southern District			
Charter Communications	Service	\$17.61	
Mid-American Court Services	Services	\$231.25	
Verizon Wireless	Services	\$137.39	
			\$386.25
Veterans			
Boyd's Mower & Repair	Services	\$60.00	
Charter Communications	Service	\$229.11	
Columbus Marriott Northwest	Travel Expense	\$1,220.00	
Finishing Touch Carpet Cleaning LLC	Services	\$520.00	
			\$2,029.11
			GRAND
			TOTAL \$52,591.60

VOTE: Chris Abbuhl, yes;
 Kristin Zemis, yes;
 Greg Ress, yes;

OTHER BUSINESS: Commissioner Abbuhl announced the Maintenance Building is complete and ready to move in. The Maintenance Department will begin moving in to the new building tomorrow. Some historical background; the maintenance department has been operating out of the attic of the Historic Courthouse because there was no other place for the maintenance department to go. With the ARPA funds, we were able to build a new maintenance building, and now they will have a place to store their equipment and all of their materials. This has been decades in the making.

AREA AGENCY ON AGING, REGION 9: Peggy Pritz, Board of Trustees for Area Agency on Aging, Region 9, who stated she is going to be 90 years old herself, was present to enquire about the \$40 million anticipated "Healthy Aging Grant". This grant will be divided among all 88 Counties in Ohio to serve the Senior Citizens in their respective Counties. The grant is still in the State Assembly. These funds are being used to provide quality of life improvements for Seniors. Ms. Pritz stated Tuscarawas County will get about \$325,000 if the Grant passes the Legislature. The base amount to be given to each County is \$100,000. Ms. Pritz asked how the Tuscarawas County Commissioners would feel about supporting and joining the Seniors in this endeavor?

Commissioner Abbuhl answered that we are certainly supportive and our Association is supportive of it as well. I think all of the Counties across the State are also supportive of this project. We have not received the specifics of how the funds will be spent. The funding is to be utilized for Senior projects or programs.

Commissioner Zemis stated she knew that a lot of Seniors had to give up Meals On Wheels because of the increase in prices. She also stated Seniors need HEALTHY meals. There is so much focus on young families and children's programs for healthy food and these are important, but our Seniors are also needing nutrients and healthy outlets. Hopefully some great ideas will come out of this. We certainly support anything we can do to help.

Commissioner Abbuhl stated one thing that he thinks is important, particularly as we get older, is being able to stay in your home. Individuals want to stay in their homes as long as possible. We want to do what we can to help Seniors stay in their homes. Ms. Pritz stated the PASSPORT Program helps Seniors stay in their homes longer. Since the guidelines on the grant have not been spelled out yet, we will just have to wait and see what we can and can not do.

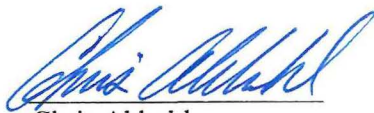
Commissioner Ress brought up the property taxes going up and this is hard on the Seniors. Ms. Pritz gave the Commissioners a handout for the Older Adult Extravaganza being held on May 17, 2023 at the Pritchard Laughlin Civic Center from 10 a.m. to 2:00 p.m.

RESOLUTION (311-2023) ADJOURN

It was moved by Commissioner Zemis, seconded by Commissioner Ress to adjourn at 9:29 a.m. to meet in Regular session Monday, the 10th day of April, 2023.


VOTE: Chris Abbuhl, yes;
Kristin Zemis, yes;
Greg Ress, 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.


Chris Abbuhl


Kristin Zemis


Greg Ress


Attest: Rhonda Jordan, Clerk