

# March 20, 2024

## Agenda

*Lord's Prayer  
Pledge of Allegiance*

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9:15 a.m. Annual Water Quality Report & Authorization to Solicit Engineering Qualifications – Michael Jones, Sanitary Engineer  
9:30 a.m. Re-Bid Opening – Wilkshire Hills WWTP Improvement Project – Contract 2 – Michael Jones, Sanitary Engineer  
9:45 a.m. Newcomerstown High School Cheerleaders Recognition – Haylee Elliott

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Approve Minutes

Approve Before/After Expenditures

Reduction of Appropriation

Approve Out of County Travel – W & S  
Approve Out of County Travel – Treasurer  
Approve Out of County Travel – OCED

Approve Right of Way Permitting - Engineer

Approve Credit Card Policy – Commissioner’s Office

Approve JFS Monthly Contracts – Dec 2023, Jan 2024, Feb 2024

Approve Memorandum of Understanding – Sheriff’s Office  
Approve Memorandum of Understanding – United Way

Pay Bills

Other Business

Adjourn

THE BOARD OF COMMISSIONERS OF TUSCARAWAS COUNTY MET IN REGULAR SESSION WEDNESDAY, THE 20<sup>th</sup> DAY MARCH, 2024 WITH THE FOLLOWING MEMBERS PRESENT:

Kristin Zemis  
Greg Ress  
Chris Abbuhl

Commissioner Kristin Zemis presiding.

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

### RESOLUTION (266-2024) APPROVE MINUTES

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress, to approve the minutes from the March 18, 2024 meeting as written.

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

### RESOLUTION (267-2024) BEFORE/AFTER EXPENDITURES

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

VENDOR	OFFICE	AMOUNT
Ohio LTAP Center	Engineer	\$720.00

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

**RESOLUTION (268-2024) REDUCTION OF APPROPRIATION**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to approve the following reduction of appropriation:

DEPARTMENT	FROM	TO	AMOUNT	REASON
Community & Economic Development	E-200-U060-U04	E-2000-U060-U20	\$10,000.00	Reduction of Appropriation based on review of statutory authority & legal opinion

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

**RESOLUTION (269-2024) OUT OF COUNTY TRAVEL – WATER & SEWER**

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress, to approve the following travel request as submitted by Michael Jones, Sanitary Engineer:

**DATE:** March 26, 2024  
**LOCATION:** Roscoe Village Visitors Center  
**ATTENDEES:** Michael Jones  
**USING COUNTY VEHICLE:** no  
**EXPENSE:** Approximately \$30.00 for registration fee  
**REASON:** OMEGA Annual Membership Meeting

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

**RESOLUTION (270-2024) OUT OF COUNTY TRAVEL – TREASURER**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to approve the following travel request as submitted by Jeff Mamarella, Treasurer:

**DATE:** May 14 – 16, 2024  
**LOCATION:** Columbus, OH  
**ATTENDEES:** Jeff Mamarella & Nanette Nutter  
**USING COUNTY VEHICLE:** No  
**EXPENSE:** Approximately \$1,300.00  
**REASON:** Spring Treasurer’s Conference

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

**RESOLUTION (271-2024) OUT OF COUNTY TRAVEL – OCED**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to approve the following travel request as submitted by Scott Reynolds, Community & Economic Development Director:

**DATE:** March 26, 2024  
**LOCATION:** Roscoe Village Visitors Center  
**ATTENDEES:** Scott Reynolds & Brooke Yates  
**USING COUNTY VEHICLE:** No (72 miles round trip X .60 per mile = \$43.20)  
**EXPENSE:** \$103.20  
Registration \$30.00 each  
Mileage \$43.20  
**Total \$103.20**

**REASON:** OMEGA Annual Membership Meeting

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

**DISCUSSION: OMEGA MEMBERSHIP MEETING** – *Commissioner Abbuhl stated he thinks it is important to be well represented at OMEGA and it is also important for us to be attending these meetings because they are a good avenue for grant funding sources for a variety of different projects.*

**DISCUSSION: RIGHT OF WAYS PERMITTING** – *Doug Bachman, County Engineer, requested authority be designated to the Engineer’s Office to develop and administer permits for the use of County Road Rights of Way. The Engineer’s Office needs to be able to impose penalties to people doing work without permits.*

**RESOLUTION (273-2024) RIGHT OF WAY PERMITTING – TUSCARAWAS COUNTY ENGINEER**

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress, to amend **RIGHT OF WAY PERMITTING – TUSCARAWAS COUNTY ENGINEER** Contingent upon legal opinion and approve to form by Legal counsel.

273-2024  
**RESOLUTION ( ) RIGHT OF WAY PERMITTING – TUSCARAWAS COUNTY ENGINEER**

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

**WHEREAS**, it has been determined by the Tuscarawas County Board of Commissioners that the health, welfare, and safety of the general public can best and most efficiently be served by administering permits for the use of County Road rights of way;

**THEREFORE, BE IT RESOLVED** by the Tuscarawas County Board of Commissioners, that pursuant to sections 4933.03, 4933.05, 4933.14, 5589.10, and/or 5589.31 of the Ohio Revised Code, the Tuscarawas County Engineer is hereby authorized to develop and administer permits for the use of County Road rights of way

Date: 3/20/24

Kristin Zemis  
Greg Ress  
Chris Abbuhl  
Tuscarawas County Commissioners

Approved as to form:

Kristina W. Beard  
Kristina W. Beard  
Assistant Prosecuting Attorney

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

**RESOLUTION (274-2024) APPROVE CREDIT CARD POLICY – TUSCARAWAS COUNTY COMMISSIONERS**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl to approve the Tuscarawas County, Ohio Credit Card Policy for the Commissioner's Office as follows:

## **Credit Card Policy Tuscarawas County Commissioners**

**INTRODUCTION**

The Tuscarawas County Commissioners recognizes the value of an efficient method of payment and recordkeeping for certain expenses. Therefore, the Tuscarawas County Commissioners permits employees to use county credit cards for the purchase of goods provided the procedures are followed.

**CREDIT CARD PROCEDURES**

1. Credit card(s) can only be used for work related expense and must serve a public purpose. Any benefits or rewards accrued from the credit card purchases are to be retained by the County.
2. Credit card(s) can only be used by designated employees who have received authorization.  
Authorized users shall submit to the Board by the first day of each month an estimate of the work-related expenses along with the specific appropriation line items from which the expenditures are to be made. The Board may revise the estimate and determine the amount approved.
3. Authorized purchase orders must be obtained prior to use of credit card(s).
4. Credit card expenses cannot exceed appropriations. The debt incurred as a result of the purchase is payable with available moneys appropriated to a specific appropriation line item that is appropriate for the purchase.
5. There will only be two (2) credit card issued to the Tuscarawas County Commissioners, unless otherwise authorized by the Tuscarawas County Commissioners.
6. The Coordinator and Office Manager shall retain credit card(s) in a secured location when not in use.
7. The maximum limit on any credit card will not exceed \$5,000.00.
8. Purchases must comply with R.C 301.27 and with the policy adopted by the Board of County Commissioners.
9. Payments exceeding authorized card policy limits can be approved after the fact. However, if the over expenditure is not approved, the cardholder or office/department and surety are liable.
10. ATM, cash advances, gift cards and all other cash-related transactions are strictly prohibited.
11. Detailed receipts must be obtained when using credit card(s) and provided to the Coordinator. If the Coordinator is making the purchase, detailed receipts will be reviewed by the Office Manager.
12. Itemized receipts are submitted to the Coordinator for review of the items purchased as reflected on the receipts and the purchased items themselves to be certain that:
  - a) Only county-related purchases were made.
  - b) The items purchased were actually received.
13. The Coordinator will process a voucher for payment that includes the statement and original receipts, and forward to the Auditor for payment, along with an approved bill listing certified by the Clerk.
14. Employees may be held liable for charges if receipts are lost or not provided to the Administrative Assistant.

- 15. In the event credit card(s) cannot be located or are determined to be stolen, employee(s) must contact the credit card company immediately to cancel credit card(s) and must notify the Auditor and Commissioners in writing regarding the same.
- 16. Any employee utilizing credit card(s) inappropriately or without proper authorization will be subjected to disciplinary action, which can include financial reimbursement, revocation of credit card(s) privileges and/or possible criminal charges.
- 17. Offices/Departments shall receive Commissioners' approval prior to paying any late fees, penalties, or interest/finance charges as a result of using the credit card.
- 18. Offices/Departments shall receive Commissioners' approval before making purchases that charge additional fees for credit card purchases. Purchases for consideration shall be proprietary and not able to be purchased elsewhere.
- 19. Employee(s) authorized to utilize credit card(s) will sign a copy of this policy prior to use of credit card(s).

List of Individuals Authorized to Use Credit Card:

Chris Abbuhl	Mike Gibson	Mellissa Clark
Greg Ress	Nathan Colletti	
Kristin Zemis	Jesse Rothacher	
Crystal DiGenova	Marsha Freeland	
Stacey Spillman (Coordinator)	Craig Howell	
Kelly Sky Abbuhl	Kris Lowdermilk	

*Kristin Zemis* 3/20/24

Signature of Tuscarawas County Commissioner and Date

*Greg Ress* 3/20/24

Signature of Tuscarawas County Commissioner and Date

*Chris Abbuhl* 3/20/24

Signature of Tuscarawas County Commissioner and Date

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

**RESOLUTION (275-2024) APPROVE MONTHLY CONTRACTS – TUSCARAWAS COUNTY JOB & FAMILY SERVICES (JFS) – DECEMBER 2023, JANUARY 2024 & FEBRUARY 2024**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to approve the contracts below as recommended by Veronica Spidell, Director:

TUSCARAWAS COUNTY JOB & FAMILY SERVICES

DECEMBER 2023

Last Name, First Name or Company	Contract Purpose	Contract Start Date	Contract End Date	Amount
<b>Subgrant Agreements</b>				
<b>Contracts for services</b>				
Goodwill Industries of Greater Cleveland and East Central Ohio, Inc	Parenting Skills Training Programs	1/1/2024	12/31/2024	per agreed fee schedule
<b>Vendor Agreements</b>				
<b>Foster Agreements</b>				
Advantage Family Outreach and Foster Care	Foster Child Placement and Related Services	4/1/2023	3/31/2024	per agreed fee schedule
R.B. & A.B.	Foster Child Placement and Related Services	12/22/2023	12/21/2025	\$32 per day
OhioMHAS-Cornell Abraxas Group LLC	Foster Child Placement and Related Services	12/19/2023	12/31/2024	per agreed fee schedule
<b>Adoption Agreements</b>				
<b>Transportation</b>				
Access Tusc dba Access Tusc Transit	NET Transportation	12/16/2023	12/15/2024	\$400,000.00
Horizons of Tuscarawas and Carroll Counties Inc dba Horizons Inc	NET Transportation	12/16/2023	12/15/2024	\$500,000.00
Society for Equal Access dba S.E.A.	NET Transportation	12/16/2023	12/15/2024	\$1,600,000.00

TUSCARAWAS COUNTY JOB & FAMILY SERVICES

JANUARY 2024

Last Name, First Name or Company	Contract Purpose	Contract Start Date	Contract End Date	Amount
<b>Subgrant Agreements</b>				
<b>Contracts for services</b>				
The Village Network	Psychological Assessments/Recommendations for Treatment	1/1/2024	12/31/2024	\$500 per Psychological Assessment
<b>Vendor Agreements</b>				
<b>Foster Agreements</b>				
National Youth Advocate Program	Foster Child Placement and Related Services	1/1/2024	12/31/2024	per agreed fee schedule
I.H. & I.H.	Foster Child Placement and Related Services	1/14/2024	1/13/2026	\$32 per day
D.M. & C.M.	Foster Child Placement and Related Services	1/10/2024	1/9/2026	\$32 per day
<b>Adoption Agreements</b>				
<b>Transportation</b>				

TUSCARAWAS COUNTY JOB & FAMILY SERVICES

FEBRUARY 2024

Last Name, First Name or Company	Contract Purpose	Contract Start Date	Contract End Date	Amount
<b>Subgrant Agreements</b>				
<b>Contracts for services</b>				
St. Vincent Family Services		2/2/2024	6/30/2024	per fee schedule
Goodwill Industries of Greater Cleveland and East Central Ohio, Inc.	In Home Parenting Program/Parenting Skills Training	1/1/2024	12/31/2024	Parenting Skills Training \$79.50/day, Home Based Parenting Plus \$96/hr, Court Appearances \$100/hr
<b>Vendor Agreements</b>				
<b>Foster Agreements</b>				
<b>Adoption Agreements</b>				
<b>Transportation</b>				

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

**RESOLUTION (276-2024) MOU – TUSCARAWAS COUNTY SHERIFF’S DEPARTMENT**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to approve the following memorandum of understanding as approved to form by Kristine Beard, Assistant County Prosecutor:

**MEMORANDUM OF UNDERSTANDING  
 BETWEEN THE TUSCARAWAS COUNTY COMMISSIONERS  
 AND THE TUSCARAWAS COUNTY SHERIFF’S DEPARTMENT**

Whereas, the people of the State of Ohio and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Pharmaceutical Supply Chain; and,

Whereas the Tuscarawas County Board of Commissioners have the discretion to disburse settlement funds received through the One Ohio Agreement the Board shall make distributions on an annual basis for the duration of the settlement;

Now therefore, the Tuscarawas County Board of Commissioners (Commissioners) and the Tuscarawas County Sheriff’s Department (the Sheriff’s Department), enter into this Memorandum of Understanding (“MOU”) relating to the allocation and use of the Opioid funds.

**A. Purpose of the MOU**

The purpose of this Agreement is to allow for the disbursement of Opioid funds to address the needs of persons involved in the criminal justice system who have Opioid use disorder and any co-occurring substance use disorders or mental health conditions.

**B. Definitions**

As used in this MOU:

1. The parties shall be the Tuscarawas County Board of Commissioners and the Tuscarawas County Sheriff’s Department.
2. Opioid Funds shall mean the monetary amounts obtained through a settlement negotiated by and between the Pharmaceutical Supply Chain Participant and the State, the Plaintiff’s Executive Committee of the National Prescription Opiate Multidistrict Litigation (“PEC”) and Ohio Local Governments.
3. Approved Purpose(s) shall mean evidence-based forward-looking strategies, programing and services used to:
  - (a) expand the availability of treatment for individuals affected by substance abuse and disorders;

- (b) develop, promote and provide evidence-based substance use prevention strategies;
- (c) provide substance abuse avoidance and awareness education;
- (d) decrease the oversupply of licit and illicit Opioids; and,
- (e) support recovery from addiction services performed by qualified and appropriately licensed providers, as is further set forth in agreed Opioid Abatement Strategies.

**C. Allocation of Opioid Funds**

1. The Commissioners agree to allocate the sum of \$104,200, to the Sheriff's Department.
2. The funds shall be disbursed as a lump sum within thirty days of the effective date of this Agreement.
3. The Sheriff's Department agrees to use the Opioid funds to provide individuals who have been identified as having an Opioid use disorder and any co-occurring substance use disorders or mental health conditions, with recovery and addiction services by a qualified and appropriate licensed provider.
4. The licensed provider shall provide evidence- based treatment, including MAT, evidence-based psychotherapies, recovery support, harm reduction and any other appropriate services to individuals who are incarcerated, leaving the jail, and/or have recently left the jail.
5. In addition to the approved uses, treatment services shall be provided in accordance with Federal, State and local regulations for licensed mental health providers.

**D. Reporting and Expenditure Requirements**

1. The Sheriff's Department shall provide an annual accounting to the Commissioners which shall include an itemized statement of how the Opioid funds have been distributed for the purposes described herein.
2. All funds shall be expended on or before December 31, 2024.
3. All unexpended funds may be subject to recovery by the Commissioners.
4. Any expended funds that have been distributed in a manner that is not in accordance with the approved purposes may be recovered by the Commissioners.

**E. Miscellaneous**

1. **Renewal:** This distribution and/or the distribution amount are renewable annually at the discretion of the Board.
2. **Effective Date:** This Agreement shall become effective on the date it is accepted by Resolution of the Tuscarawas County Board of Commissioners and shall expire on December 31, 2024.
3. **Adherence to Mandated purposes:** The Sheriff's Department understands that the source of the Opioid Funds is the settlements negotiated by and between the Pharmaceutical Supply Chain Participant and the State, the Plaintiff's Executive Committee of the National Prescription Opiate Multidistrict Litigation ("PEC") and Ohio Local Governments and must therefore be used for the mandated purposes.
4. **Modifications:** Any modifications to this Agreement must be in writing and signed by the parties.
5. **Complete Understanding:** This Agreement constitute the complete understanding of the parties and merge and supersede any and all other discussions, agreements and understandings either oral or written, between the parties with respect to the subject matter hereof.
6. **Severability:** Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision of this Agreement
7. **Governing Law:** This Agreement is governed by the laws of the State of Ohio.



IN WITNESS WHEREOF, the Tuscarawas County Board of Commissioners and the Tuscarawas County Sheriff's Department have executed this agreement as of the date and year last written below.

Tuscarawas County Commissioners

Tuscarawas County Sheriff's Department

<u>Kristin Zemis</u>	By: _____
<u>Chris Abbuhl</u>	Printed Name: _____
<u>Greg Ress</u>	Title: _____
Date: <u>3/20/24</u>	Date: _____

Approved as To Legal Form:

Kristine W. Beard  
Assistant Prosecuting Attorney

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

**RESOLUTION (277-2024) MOU – UNITED WAY**

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress to approve the following memorandum of understanding as approved to form by Kristine Beard, Assistant County Prosecutor:

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE TUSCARAWAS COUNTY BOARD OF COMMISSIONERS  
AND UNITED WAY OF TUSCARAWAS COUNTY**

Whereas, the people of the State of Ohio and its communities have been harmed by misfeasance, nonfeasance and malfeasance committed by certain entities within the Pharmaceutical Supply Chain, and,

Whereas the Tuscarawas County Board of Commissioners have the discretion to disburse settlement funds received through the One Ohio Agreement the Board may make distributions for the duration of the settlements;

Now therefore, the Tuscarawas County Board of Commissioners (Commissioners) and united Way of Tuscarawas County (United Way), enter into this Memorandum of Understanding ("MOU") relating to the allocation and use of the Opioid funds.

**A. Purpose of the MOU**

The purpose of this Agreement is to allow for the disbursement of Opioid funds to provide substance abuse and awareness education regarding the risks associated with Opioid use and any other co-occurring illegal substances and mental health risks.

**B. Definitions**

As used in this MOU:

1. The parties shall be the Tuscarawas County Board of Commissioners and United Way of Tuscarawas County
2. Opioid Funds shall mean the monetary amounts obtained through a settlement negotiated by and between the Pharmaceutical Supply Chain Participant and the State, the Plaintiff's Executive Committee of the National Prescription Opiate Multidistrict Litigation ("PEC") and Ohio Local Governments.
3. Approved Purpose(s) shall mean evidence-based forward-looking strategies, programing and services used to:

(a) expand the availability of treatment for individuals affected by substance abuse and disorders;

- (b) develop, promote and provide evidence-based substance use prevention strategies;
- (c) provide substance abuse avoidance and awareness education;
- (d) decrease the oversupply of licit and illicit Opioids; and,
- (e) support recovery from addiction services performed by qualified and appropriately licensed providers, as is further set forth in agreed Opioid Abatement Strategies.

**C. Allocation of Opioid Funds**

1. The Commissioners agree to allocate the sum of \$20,000, to the United Way.
2. The funds shall be disbursed as a lump sum within thirty days of the effective date of this Agreement.
3. The United Way agrees to use the funds for any of the following reasons: address stigma against people with mental illness and substance abuse disorder to encourage intervention; provide education and expand awareness of adverse childhood experiences and psychological trauma associated with mental health and addiction; provide information on mental health and crisis intervention, naloxone administration and suicide prevention; provide public education on drug disposal, take-back disposal and destruction programs; provide education about systems designed to support Opioid use and substance abuse prevention.
4. Any use of the funds shall be in compliance with Federal, State, and local regulations.
5. Distribution of materials may not be used for any promotional, propaganda, political or funding raising purposes.

**D. Reporting and Expenditure Requirements**

1. United Way shall provide an annual accounting to the Board which shall include an itemized statement of how the Opioid funds have been distributed for the purposes described herein.
2. All funds shall be expended on or before December 31, 2024.
3. All unexpended funds may be subject to recovery by the Commissioners.
4. Any expended funds that have been distributed in a manner that is not in accordance with the approved purposes may be recovered by the Commissioners.

**E. Miscellaneous**

1. **Renewal:** This distribution and/or the distribution amount are renewable annually at the discretion of the Commissioners.
2. **Effective Date:** This Agreement shall become effective on the date it is accepted by Resolution of the Tuscarawas County Board of Commissioners and shall expire on December 31, 2024.
3. **Adherence to Mandated purposes:** United Way understands that the source of the Opioid Funds is the settlements negotiated by and between the Pharmaceutical Supply Chain Participant and the State, the Plaintiff's Executive Committee of the National Prescription Opiate Multidistrict Litigation ("PEC") and Ohio Local Governments and must therefore be used for the mandated purposes.
4. **Modifications:** Any modifications to this Agreement must be in writing and signed by the parties.
5. **Complete Understanding:** This Agreement constitute the complete understanding of the parties and merge and supersede any and all other discussions, agreements and understandings either oral or written, between the parties with respect to the subject matter hereof.
6. **Severability:** Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be invalid under applicable law, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision of this Agreement
7. **Governing Law:** This Agreement is governed by the laws of the State of Ohio.

IN WITNESS WHEREOF, the Tuscarawas County Board of Commissioners and United Way of Tuscarawas County have executed this agreement as of the date and year last written below.

Tuscarawas County Commissioners  
Sheriff's

United Way of Tuscarawas County

\_\_\_\_\_ By: \_\_\_\_\_  
*Kristin Zemis*  
 \_\_\_\_\_ Printed Name: \_\_\_\_\_  
*Greg Ress*  
 \_\_\_\_\_ Title: \_\_\_\_\_  
*Chris Abbuhl*  
 Date: 3/20/24 Date: \_\_\_\_\_

Approved as To Legal Form:

\_\_\_\_\_  
*Kristen M. Beard*  
 Assistant Prosecuting Attorney

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

**DISCUSSION: MEMORANDUM OF UNDERSTANDING FOR OPIOID FUND DISBURSEMENTS** – *Commissioner Zemis* stated she is happy to see things getting underway to get these monies out into the community and being used in the best possible way in conformity with the Opioid Settlement parameters. *Commissioner Abbuhl* wanted the record to reflect that these MOU's are yearly and they will need to be renewed/approved each year and this is something that will be an eighteen process. Organizations and funding amounts could change over the years ahead.

**RESOLUTION (278-2024) PAY BILLS**

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

<b>Auditor</b>			
Auman Inc dba A&M Service Ctr	Maintenance	\$61.38	
			\$61.38
<b>Commissioners</b>			
	Wiring/Security		
ACY Communications	Station/COB	\$182.54	
AEP	Electric Utilities	\$2,619.44	
AEP	Electric Utilities	\$28.58	
AEP	Electric Utilities	\$5,052.47	
Cleveland Clinic Laboratories	Services	\$64.00	
Frontier	Service	\$598.00	
Grainger	Supplies	\$147.60	
Pitney Bowes	Lease	\$569.82	
Pitney Bowes	Lease	\$1,455.93	
US Post Office	Yrly BRM Permit Fee	\$320.00	
			\$11,038.38
<b>Community &amp; Economic Development</b>			
OMEGA	Registration	\$60.00	
			\$60.00

**Community Corrections**

First Communications	Service	\$12.06	
Parkway Ford	Maintenance	\$644.94	
			\$657.00

**Coroner**

Cuyahoga Co Medical Examiner	Services	\$2,000.00	
			\$2,000.00

**Dog & Kennel**

Kimble	Service	\$177.75	
			\$177.75

**Engineer**

John W Cookson Co	Parts	\$703.23	
Ohio LTAP	Registration	\$720.00	
Piedmont Gas	Gas Utility	\$152.10	
Tusc Co Water & Sewer	Services	\$74.75	
Yoder Small Engines	Equipment	\$1,029.00	
			\$2,679.08

**JFS - H00**

Society for Equal Access	Feb Trans & Addtl Jan Trans	\$115,822.21	
			\$115,822.21

**JFS - S00**

Advantage Family Outreach-Et/Al	Purchased Care Feb 2024	\$385,103.72	
Bradford Homes Agency LLC	Bd Home- Reserve 2/24	\$500.00	
Monique Bailey-Et/Al	Own Home February 2024	\$31,910.00	
Treasurer State of Ohio	Fingerprinting	\$47.25	
			\$417,560.97

**Juvenile/Probate**

Adam W Wilgus	Supply Reimbursement	\$241.22	
Andrea Arnold	Travel Reimbursement	\$742.06	
National College of Probate Judges	Conference Registration	\$500.00	
National College of Probate Judges	Conference Registration	\$500.00	
Ohio Association of Magistrates	Conference Registration	\$325.00	
Ohio Association of Magistrates	Conference Registration	\$325.00	
TRACO Business Systems	Supplies	\$459.25	
			\$3,092.53

**Park**

Craig Howell	Supply Reimbursement	\$16.00	
Kimble Recycling & Disposal Inc	Services	\$55.72	
Marsha Freeland	Supply Reimbursement	\$12.43	
NAPA Auto Parts (Harrison)	Supplies	\$5.72	
Norma Johnson Ctr Foundation Board	Wildlife Ed Permt Reimb	\$25.62	
Piedmont Gas Company	Gas Utility	\$68.38	
VanMeters Auto Repair	Repair	\$450.04	
			\$633.91

**Public Defender**

Charter Communications	Services	\$592.93	
City of New Philadelphia	Services	\$56.85	
Dominion Energy Ohio	Gas Utility	\$181.99	
Staples	Supplies	\$679.03	
Wells Fargo Financial Leasing Inc	Copier Contract	\$228.73	
Zashin & Rich Co LPA	Services	\$5,550.01	
			\$7,289.54

**Sheriff**

BA Widder	Contract Services	\$160.23	
BA Widder	Contract Services	\$1,335.32	
Rex Pipe & Supply	Supplies	\$20.40	
Staples	Equipment	\$99.99	

Staples	Equipment	\$283.79	
Total ID	Supplies	\$1,368.00	
			\$3,267.73
<b>Southern District</b>			
Quill	Supplies	\$103.99	
Quill	Supplies	\$405.24	
Quill	Supplies	\$129.97	
			\$639.20
<b>Veterans</b>			
Blasenhauer Plumbing & Heating LLC	HVAC Services	\$240.00	
Debra S Cook	Travel Reimbursement	\$73.22	
Edgar R Miles Jr	AAA Membership	\$97.00	
First Town Days Festival	Ad	\$70.00	
James Thorton	Travel Reimbursement	\$81.98	
Parkway Auto Group	Service	\$361.65	
RTY Inc	Ad	\$175.00	
Senior Center Tusc County	Feb Transportation Services	\$90.00	
Ziegler Tire (Dover 23)	Tires	\$733.65	
			\$1,922.50
<b>Water &amp; Sewer</b>			
AEP	Electric Utilities	\$6,137.33	
AEP	Electric Utilities	\$58.29	
First Communications LLC	Service	\$213.51	
Frontier	Service	\$564.26	
Frontier	Service	\$45.00	
Frontier	Service	\$45.00	
Great Lakes Water & Waste Systems	Supplies	\$959.81	
Miller Septic LLC	Tank Maintenance	\$1,036.00	
Stony Point Supply	Equipment	\$23.39	
Troy Pantillis	Services	\$400.00	
			\$9,482.59
	<b>GRAND</b>		
	<b>TOTAL</b>	<b>\$576,384.77</b>	

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

**DISCUSSION: ANNUAL WATER QUALITY REPORT – Mike Jones, Sanitary Engineer,** presented the Annual Water Quality Report for 2023. We are in compliance with all of the drinking water quality requirements. This report is available on the website at <https://tcmsd.org/ccr1>. **Commissioner Abbuhl** stated this is good for the public knowing their drinking water is in compliance. I did not expect anything different because you are very thorough with your duties and we appreciate that.

**DISCUSSION: SOLICIT ENGINEERING FIRM QUALIFICATIONS – Mike Jones Sanitary Engineer,** requested to solicit qualifications for an engineering firm for the Wilkshire Hills Emergency Water Transmission Line Project. The line from our main water system to the Industrial Park and the Village of Bolivar is the only way to get water to this area. If there was ever a need for emergency water to get to these areas, we need a secondary line we can tap into. The City of Canton has a 42” inch transmission line running from the Beach City Water Plant. We would put a connection onto that line to be there solely for use only in case of emergency back-up source of water. We were able to acquire just under \$900,000 in Congressional Directed Spending. The next step is to get an engineer to look at the project. The estimated cost for this project should be between \$1.3 – \$1.5 million. **Commissioner Abbuhl** stated this is a good idea, this is forward thinking. There may not be any issues now, but there may be in the future and we will have the instrument in place to tap into that water source if needed.

**RESOLUTION (279-2024) – AUTHORIZE SOLICITATION OF QUALIFICATIONS FOR ENGINEERING & SURVEYING SERVICES - WILKSHIRE HILLS EMERGENCY WATER TRANSMISSION LINE PROJECT (PROJECT ID #WH-22-01)**

It was moved by Commissioner Abbuhl, and seconded by Commissioner Ress to approve the foregoing resolution:

WHEREAS, the Board of Commissioners, Tuscarawas County, Ohio (“Board”) desires to construct a water transmission line to connect the Tuscarawas County Metropolitan Sewer District’s (“District”) Wilkshire Hills water system to the City of Canton’s (“City”) water system for emergency supply purposes;

WHEREAS, the project will require the expertise of qualified engineering and surveying professionals;

WHEREAS, Ohio Revised Code Chapter 153 requires public authorities to utilize a qualifications-based selection process for the procurement of professional design services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, Tuscarawas County, Ohio:

**Section 1. Authorization to Solicit Qualifications:** The Sanitary Engineer is hereby authorized to solicit qualifications from qualified engineering and surveying firms for the design and construction oversight of a water transmission line connecting the City's water system to the County's water system in accordance with the attached Public Notice.

**Section 2. Project Scope:** The project scope shall be in accordance with the attached Request for Qualifications.

**Section 3. Qualifications-Based Selection:** The solicitation of qualifications shall comply with the requirements set forth in Ohio Revised Code sections 153.65 to 153.73.

**Section 4. Selection Committee:** A selection committee shall be established by the Sanitary Engineer to evaluate proposals received in response to the RFQ. The committee shall be composed of qualified individuals with expertise in engineering, construction, and relevant matters.

**Section 5. Recommendation and Award:** The selection committee shall recommend the most qualified firm to the Board for approval. Contract negotiations shall be conducted in accordance with Ohio Revised Code section 153.69.

**Section 6. Meetings Open to the Public:** It is found and determined that all formal actions of this Board concerning and relating to the passage of this Resolution were passed in an open meeting of this Board and that all deliberations of this Board that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code. *This Resolution and any referenced attachments have been reviewed and found in proper order by Steven A. Anderson, Special Counsel.*

**Public Notice  
Request for Qualifications (RFQ) for Engineering & Surveying Services  
Wilkshire Hills Water Transmission Line**

The Board of Commissioners, Tuscarawas County, Ohio (“Board”) is seeking qualified engineering and surveying firms to provide professional services for the design, permitting, and construction of a water transmission line connecting the Tuscarawas County Metropolitan Sewer District’s (“District”) Wilkshire Hills water system to the City of Canton’s water system for a secondary source of supply.

**Project Purpose:**

The project aims to establish a secondary source of water supply line to ensure Wilkshire Hills water system customers have access to clean water in case of disruptions to the District's existing water sources.

**Scope of Services:**

Engineering design and construction plans for the water transmission line. Surveying and mapping of the proposed route (using the District's preliminary map as a starting point). Assistance with easement acquisition for the transmission line right-of-way. Expertise in utilizing congressionally directed spending for project funding. Collaboration in securing supplementary funding sources, if necessary. Construction administration and oversight.

**Selection Process:**

Firms will be selected based on qualifications in accordance with the Ohio Revised Code (ORC) Chapter 153, Qualifications Based Selection (QBS) procedures.

**RFQ Materials:**

A detailed Request for Qualifications (RFQ) documents outlining the project requirements, submission instructions, and evaluation criteria will be available on [Date] at the Tuscarawas County Metropolitan Sewer District, 9944 Wilkshire Boulevard NE, Bolivar, OH 44612 and online at [Website Address (if applicable)].

**Submission Deadline:**

Statements of Qualifications (SOQs) must be submitted electronically to [mjones@tmcmsd.org](mailto:mjones@tmcmsd.org) or delivered in person to the Tuscarawas County Metropolitan Sewer District, 9944 Wilkshire Boulevard NE, Bolivar, OH 44612 by [Date and Time].

**Contact:**

For further information regarding this RFQ, please contact: Michael Jones, P.E., Director/Sanitary Engineer, [mjones@tmcmsd.org](mailto:mjones@tmcmsd.org); Phone: (330) 874-3262.

**Request for Qualifications (RFQ)**

**Project ID:** WH-22-01

**Project Title:** Wilkshire Hills Emergency Water Transmission Line

**Owner:** Tuscarawas County Commissioners

**Issuing Agency:** Tuscarawas County Metropolitan Sewer District

**Project Description:**

Tuscarawas County ("County") is seeking qualified engineering and surveying firms to provide professional services for the design, permitting, and construction of a water transmission line. This critical infrastructure project will establish a connection between the City of Canton's ("City") water system and the County's Wilkshire Hills water system. The project will include a master meter station, pressure reducing station and all other appurtenances required for the transmission line. The project will include connection to the City's existing 42-inch concrete water transmission line from its Beach City water treatment plant.

The primary purpose of the transmission line is to provide emergency water supply to the County in the event of a disruption to its existing water sources. The County has secured \$896,044 through the Environmental Protection Agency's STAG program for the project.

**Scope of Services:**

- Provide professional engineering services for design, including hydraulic modeling, pipe selection, and construction plans.
- Perform necessary surveying and mapping for the project.
- Assist with the acquisition of easements along the proposed route.
- Assist the County in utilizing funding through the Environmental Protection Agency's STAG program allocated for the project.
- Assist in securing supplemental funding sources as needed.
- Prepare construction documents and specifications.
- Provide construction administration and inspection services.

**Qualifications Requirements:**

- Demonstrated experience in the design and construction of water transmission lines.
- Proven expertise in hydraulic modeling and pipe selection.
- A strong understanding of Ohio's regulations pertaining to water infrastructure projects.
- Experience working with EPA-STAG funding.
- Successful track record in securing additional project funding.
- Proven ability to effectively manage projects within budget and schedule constraints.
- Must possess a valid Ohio Professional Engineering License.
- Prior experience working with municipalities and counties in Ohio is preferred.

**Selection Process:**

This project will utilize a qualifications-based selection process consistent with the Ohio Revised Code and following guidance from the American Council of Engineering Companies (ACEC). Firms meeting the qualifications requirements will be shortlisted for further evaluation. Shortlisted firms will be invited to submit detailed proposals outlining their project approach, team qualifications, and cost estimates.

**RFQ Submission:**

Interested firms must submit the following information by **[Date]**:

- Statement of Qualifications (SOQ) outlining relevant experience and expertise.
- Team composition and qualifications of key personnel assigned to the project.
- Examples of similar projects successfully completed.
- References from past clients.

**Evaluation Criteria:**

SOQs will be evaluated based on the following criteria:

- Relevant experience and qualifications of the firm and proposed team.
- Understanding of the project scope and objectives.
- Ability to meet project schedule and budget requirements.
- Experience working with congressionally directed spending programs.
- Experience in securing additional project funding.
- Demonstrated success in similar projects.
- References.

**Contact Information:**

For any questions regarding this RFQ, please contact:

Michael Jones, P.E.  
 Director/Sanitary Engineer  
 Tuscarawas County Metropolitan Sewer District  
 9944 Wilkshire Boulevard NE, Bolivar, OH 44612  
 Email: [mjones@tcmsd.org](mailto:mjones@tcmsd.org)  
 Phone: (330) 874-3262



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



**RESOLUTION (280-2024) RECESS**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl to recess at 9:22 a.m., for the purpose of the Re-Bid opening for Wilkshire Hills WWTP Improvement Project.

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

*Commissioner Zemis called the meeting out of recess at 9:30 a.m. and back into Regular Session.*

**RESOLUTION (281-2024) ADVISEMENT – RE-BID WILKSHIRE HILLS WWTP UPGRADE – PHASE 2**

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress, to take the Re-Bid for the Wilkshire Hills Wastewater Treatment Plant Upgrade, Phase 2 under advisement.

**WILKSHIRE HILLS WWTP IMPROVEMENT  
 PROJECT - CONTRACT #2  
 TUSCARAWAS COUNTY**

**RE-BID TABULATION  
 March 20, 2024 @ 9:30 a.m.**

**Engineer's Estimate \$2,900,000.00**

<b>BIDDER</b>	<b>BID AMOUNT</b>	<b>ALTERNATE #1</b>	<b>ALTERNATE #2</b>	<b>BOND</b>
Stanley Miller Construction	\$2,846,890.00	\$88,444	\$91,200.00	X
RG Zachrich Construction	\$2,849,400.00	\$107,800.00	\$72,400.00	X

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

**RESOLUTION (282-2024) RECESS**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl to recess at 9:33 a.m., for the purpose of the Newcomerstown High School Cheerleaders Recognition.

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

*Commissioner Zemis called the meeting out of recess at 9:39 a.m. and back into Regular Session.*

**DISCUSSION: NEWCOMERSTOWN HIGH SCHOOL CHEERLEADERS RECOGNITION – IVC NORTH CHAMPIONS – Haylee Elliott, Cheerleading Coach** stated the cheerleading squad started practicing for this competition in September, 2023. This is the first year Newcomerstown has had a choreographed routine. The girls did fundraisers to pay for the choreography. The squad competed in a few other shows leading up to this one and placing 4<sup>th</sup>, 2<sup>nd</sup> and went to State and placed 6<sup>th</sup>. The girls have worked really hard and all of their hard work paid off. **Commissioner Abbuhl** stated it takes great leadership at the top, but then you have a whole team of dedicated students that make the team and put everything together. You have to have great leadership and good talent and this squad has both. **Commissioner Zemis** talked about the dedication it takes, time away from family, missing events and a lot of time and energy. **Commissioner Ress** stated his younger brother used to choreograph for New Philadelphia squads. He moved to Florida and helped a high school down there. Mr. Ress remembers his brother saying how much time these squads would spend learning and perfecting these routines. **Mrs. Elliott** stated it takes months and months to perfect the routine for a two- and one-half minute performance at a competition.

**RESOLUTION (283-2024) RECOGNITION – NEWCOMERSTOWN HIGH SCHOOL CHEERLEADERS – IVC NORTH CHAMPIONS**

It was moved by Commissioner Abbuhl, seconded by Commissioner Ress to approve the following resolution of recognition for Newcomerstown High School Cheerleaders.

**CONGRATULATIONS**  
*Newcomerstown High School Cheerleaders*

We, the Tuscarawas County Board of Commissioners, wish to Congratulate *Newcomerstown High School Cheerleaders for being named the IVC NORTH CHAMPIONS!*

**WHEREAS**, the Newcomerstown High School Cheerleading Squad has been the IVC North Champions for three consecutive years, and;

**WHEREAS**, this cheerleading competition included six squads from the north and six squads from the south, and;

**WHEREAS**, the squad choreographed their routine in September and perfected it by practicing four to five days a week for months, and;

**We want to congratulate the Newcomerstown High School Cheerleaders and wish you the best in all of your future endeavors.**



The Tuscarawas County Board of Commissioners

*Chris Abbuhl*  
Chris Abbuhl

*Kristin Zemis*  
Kristin Zemis

*Greg Ress*  
Greg Ress

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

**RESOLUTION (284-2024) ADJOURN**

It was moved by Commissioner Ress, seconded by Commissioner Abbuhl, to adjourn at 9:47 a.m. to meet in Regular session Monday, the 25h day of March , 2024.

**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.*

*Kristin Zemis*  
\_\_\_\_\_  
Kristin Zemis

*Greg Ress*  
\_\_\_\_\_  
Greg Ress

*Chris Abbuhl*  
\_\_\_\_\_  
Chris Abbuhl

*Rhonda Jordan*  
\_\_\_\_\_  
Attest: Rhonda Jordan, Clerk