

St. Clairsville, Ohio

September 30, 2020

The Board of Commissioners of Belmont County, Ohio, met this day in regular session. Present: J. P. Dutton, Jerry Echemann and Josh Meyer, Commissioners and Bonnie Zuzak, Clerk of the Board.

**MEETINGS ARE NOW BEING RECORDED**  
**ALL DISCUSSIONS ARE SUMMARIZED. FOR COMPLETE PROCEEDINGS**  
**PLEASE SEE CORRESPONDING CD FOR THIS MEETING DAY.**

**IN THE MATTER OF APPROVING RECAPITULATION OF VOUCHERS FOR THE VARIOUS FUNDS**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve and sign all bills that have been certified in the Auditor's office and considered by the Board. It is hereby ordered that the County Auditor issue his warrant on the County Treasurer in payment of the bills allowed:

**IN THE TOTAL AMOUNT OF \$276,032.16**

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF TRANSFERS WITHIN FUND**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve the following transfers within fund for the following funds:

**A00 GENERAL FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-0131-A006-A04.002 Road-Salaries	E-0131-A006-A19.000 Clothing	\$1,400.00
E-0151-A002-F09.000 Other Expenses	E-0151-A002-F02.002 Salary-Employees	\$2,100.00

**S30 OAKVIEW JUVENILE REHABILITATION**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S55.010 Supplies	\$1,000.00
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S59.000 Fuel/Utilities	\$5,000.00
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S60.000 Maintenance	\$1,000.00

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF TRANSFERS BETWEEN FUND**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve the following transfers between funds as follows:

**H00 PUBLIC ASSISTANCE FUND AND THE H10 CSEA FUND/BCDJFS**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-2510-H000-H17.000 Other Expenses	R-2760-H010-H06.574 Transfers	\$76,604.13
E-2510-H000-H17.000 Other Expenses	R-2760-H010-H06.574 Transfers	\$44,848.87

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ADDITIONAL APPROPRIATIONS**

Motion made by Mr. Dutton, seconded by Mr. Echemann to make the following additional appropriations, in accordance with the Official Certificate of Estimated Resources as approved by the Budget Commission, under the September 30, 2020 meeting:

**T12 REVOLVING LOAN FUND**

E-9713-T012-T06.013	Contract Projects	\$31,791.38
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Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF APPROVING THEN AND NOW CERTIFICATE/AUDITOR'S**

Motion made by Mr. Dutton, seconded by Mr. Echemann to execute payment of Then and Now Certification dated September 30, 2020, presented by the County Auditor pursuant to O.R.C. 5705.41(d) 1, and authorizing the drawing of warrant(s) in payment of amounts due upon contract to order.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF GRANTING PERMISSION FOR COUNTY EMPLOYEES TO TRAVEL**

Motion made by Mr. Dutton, seconded by Mr. Echemann granting permission for county employees to travel as follows:  
**AUDITORS**-Doug DeVault to Reynoldsburg, Ohio, on October 22 and October 23, 2020, for standard three-year testing of weights for our Weights & Measures Department. A county vehicle will be used for travel. Estimated expenses: \$100.00.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF APPROVING MINUTES OF REGULAR BOARD OF COMMISSIONERS MEETING**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve the minutes of the Belmont County Board of Commissioners regular meeting of September 23, 2020.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF AUTHORIZING THE HIRING OF ASHLEY SPENCER-HANLEY AS A FULL-TIME PERMANENT CHILDREN SERVICES CASE MANAGER FOR THE BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES**

Motion made by Mr. Dutton, seconded by Mr. Echemann to adopt the following:

**RESOLUTION**

**WHEREAS**, pursuant to the Ohio Revised Code, the Belmont County Board of Commissioners serves as co-appointing authority for the Belmont County Department of Job and Family Services; and

**WHEREAS**, in this capacity, the Board has the authority to establish compensation and benefit levels and authorize any hiring and/or other employment changes.

**NOW THEREFORE, BE IT RESOLVED THAT**, the Belmont County Board of Commissioners does hereby grant the Director of the Belmont County Department of Job and Family Services, the authority to hire Ms. Ashley Spencer-Hanley, effective October 5, 2020, as a Children Services Case Manager. Ms. Spencer-Hanley will be employed as a full-time permanent, bargaining unit employee. Compensation shall be in accordance with the salary schedule as indicated in the current bargaining unit labor contract.

Upon roll call the vote was as follows:

Mr. Dutton	<u>Yes</u>
Mr. Echemann	<u>Yes</u>
Mr. Meyer	<u>Yes</u>

**IN THE MATTER OF ADOPTING RESOLUTION GRANTING AUTHORITY TO THE DIRECTOR OF BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES TO TRANSFER FUNDS FROM THE PA FUND TO THE CSEA FUND FOR SFY 2020**

Motion made by Mr. Dutton, seconded by Mr. Echemann to adopt the following:

**RESOLUTION**

**Whereas**, the Child Support Enforcement Agency (CSEA) of Belmont County operates an administrative fund for the operation of a child support enforcement program; and

**Whereas**, the activities of the child support enforcement program are allowable activities as defined by Ohio Administrative Code 5101:9-6-83; and

**Whereas**, in order to properly access these funds for this purpose, the funds must be transferred from the Public Assistance (PA) Fund in which they are received from the Ohio Department of Job and Family Services into the CSEA Fund of the Belmont County Department of Job and Family Services.

**Now, Therefore Be It Resolved**, the Board of Commissioners of Belmont County on this 30<sup>th</sup> day of September, 2020, do hereby grant to Jeffery Felton, Director of the Belmont County Department of Job and Family Services, the authority to approve the transfer of \$76,604.13 of Income Maintenance allocation from the PA Fund to the CSEA Fund. This transfer is made available due to a balance remaining in the Income Maintenance allocation at the end of the State Fiscal Year which ended on June 30, 2020.

Upon roll call the vote was as follows:

Mr. Dutton	<u>Yes</u>
Mr. Echemann	<u>Yes</u>
Mr. Meyer	<u>Yes</u>

**IN THE MATTER OF EXECUTING THE SUBGRANT AWARD AGREEMENT FOR BELMONT COUNTY SHERIFF'S COVID-19 SUPPLEMENTAL FUNDING**

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve and authorize Commission President J. P. Dutton to execute the Subgrant Award Agreement for the Belmont County Sheriff's *COVID-19 Supplemental Funding* as follows:

Subgrant Number:	2020-CE-LEF-2080
Award Period:	03/01/20 – 02/28/21
Award Amount:	\$ 24,487.86
Local Cash Match:	\$ 0.00
Project Total:	\$ 24,487.86

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

**IN THE MATTER OF APPROVING THE VILLAGE OF SHADYSIDE'S APPLICATION FOR THE USE OF MUNICIPAL STREET FUND/VEHICLE LICENSE TAX/ENGINEER'S**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve the Village of Shadyside's application in accordance with O.R.C. Section 4504.04 for the use of Municipal Street Fund/Vehicle License Tax in the amount of \$143,037.07, based upon the recommendation of Belmont County Engineer Terry Lively for street improvements on the following OPWC project:

W 47<sup>th</sup> Street (SR 7 to Monroe Street)  
 Leona Avenue (W 35<sup>th</sup> Street to W 36<sup>th</sup> Street)  
 Lincoln Avenue (E 34<sup>th</sup> Street to E 40<sup>th</sup> Street)

*Note: The estimated cost is \$705,715.00 of which \$ 143,037.07 will be paid from this source.*

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF APPROVING THE ANNUAL STANDBY GENERATOR PREVENTATIVE MAINTENANCE AGREEMENT WITH ERB ELECTRIC COMPANY/911**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve and sign the annual Standby Generator Preventative Maintenance Agreement with Erb Electric Company effective September 4, 2020 through September 3, 2021, for three (3) Belmont County 911 generators. Make/Model: Generac QTO36 in the amount of \$2,075.00 per year.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ACCEPTING ESTIMATE #1121 FROM  
ABC LAWN CARE,LLC/COURTHOUSE**

Motion made by Mr. Dutton, seconded by Mr. Echemann to accept estimate #1121 from ABC Lawn Care, LLC, in the amount of \$473.50 for one (1) HV 8 MP security camera and installation for the Belmont County Courthouse.

*Note: ABC Lawn Care, LLC expanded their lawn care business into security camera installation and sales in 2018 in response to their customers' requests for better home and business protection.*

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ACCEPTING THE PROPOSAL FROM  
MOS OFFICE SYSTEMS/COMMISSIONERS**

Motion made by Mr. Dutton, seconded by Mr. Echemann to accept the proposal from MOS Office Systems in the amount of \$799.99 for one (1) Sharp MX-C407P printer for the Belmont County Commissioners' office.

*Note: This is a replacement printer. MOS will give us a credit of \$877.26 for supplies no longer needed for old printer.*

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF APPROVING THE SHARP COPIER MAINTENANCE  
AGREEMENT WITH MOS OFFICE SYSTEMS/COMMISSIONERS**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve and sign the Sharp Copier Maintenance Agreement with MOS Office Systems for a one (1) year term, effective September 30, 2020. Minimum annual maintenance is \$200 per year for the Sharp MX-C407P printer located in the Belmont County Commissioners' office.

SHARP COPIER MAINTENANCE AGREEMENT					
COMPANY:	Belmont Co Commissioners	CONTACT:			
ADDRESS:	100 West Main St.	TELEPHONE:			
CITY:	St. Clairsville	STATE:	OH	ZIP:	43950
MAKE & MODEL:	Sharp MX-C407P	SERIAL NUMBER:			
Billing:	Monthly 18th				
Black & White:	.018	Color	.08		

It is agreed that MOS is authorized to furnish Maintenance Service for your machine/s, make, model & serial numbers listed below, in order to keep them in satisfactory condition and prolong their operating efficiency.

1. MOS will replace Parts, Drums, Toner and Developer, including all services calls, labor and travel.
2. This maintenance agreement does not include Paper.
3. Alteration or repairs performed by personnel not authorized by MOS will VOID this contract.
4. Only those production models listed by serial number on the face of this agreement are covered by this agreement.
5. In no event shall MOS be liable for Damage caused by God, accident, storm, fire, water, spills, negligence, misuse, and incidental, consequential or special damages arising from or by reason of this maintenance agreement.
6. There will be an annual increase in maintenance per year, of no more than 5%, upon the date of renewal.
7. The minimum annual fee for copies is \$200.00. This covers all cost of maintenance.

This agreement will become in effective on the date and copy count listed below. It is to remain in force for one year from this date and will be renewed year to year at the anniversary date. To cancel by either the Customer or the Company, it must be done with a 30 day written notice and a call to MOS.

APPROVED BY: J. P. Dutton /s/ Date: 9-30-20  
Jerry Echemann /s/  
Josh Meyer /s/

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**Announcement-**

Mr. Dutton announced the Belmont County Veterans Commission will be moving into the Belmont County Northern and Eastern Division Courts building next year after the courts move to their new location. Mr. Dutton said it will be a very good place for the commission. Mick Zingo, Veterans Commission President, thanked the Board of Commissioners. He said it will help the staff and public. The location will have more space and better parking. He added not many renovations will need to be done to the space since it is so new. Cindy Maupin, Executive Director, said, "We're going to do everything we can to expand our services to increase our outreach program." She would also like to have more outdoor events and activities at the new site. Ms. Maupin said all Belmont County veterans are welcome at their office. They offer financial assistance and help filling out claims. All of the services are free. Ms. Maupin noted they also have an office at the Ohio Valley Mall. The Board of Commissioners thanked them for the work and services they provide.

**RECESS**

**Rob Sproul, Deputy Health Commissioner  
Re: COVID-19 Update**

Rob Sproul, Deputy Health Commissioner, said there are 747 positive cases, 676 recoveries, 41 isolated, five are hospitalized and 25 deaths. He said, "That's the same number for the past few days, which is a very, very good pattern." Mr. Sproul said there was a pop-up testing site in Bellaire last Saturday and another will be held this Saturday at Ohio University Eastern. He added the results are coming back very quickly. Mr. Sproul said Governor DeWine added a dashboard to the website reporting cases in the schools. Leona Middle School in Shadyside reported a student tested positive last week, 18 people were quarantined. The school's protective measures allowed them to do contact tracing quickly and keep the school open. A case was also reported at St. Mary's Central School in Martins Ferry, but the student was already quarantined due to being in contact with a positive case so it had zero effect on the school.

**RECESS**

**IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 10:03 A.M**

Motion made by Mr. Dutton, seconded by Mr. Echemann to enter executive session with Katie Bayness, HR Administrator, pursuant to ORC 121.22(G)(1) Personnel Exception to consider the employment and compensation of a public employee.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 10:38 A.M.**

Motion made by Mr. Dutton, seconded by Mr. Echemann to exit executive session at 10:38 a.m.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

Mr. Dutton said as a result of executive session there is one motion for the board to consider.

**IN THE MATTER OF APPROVING RICHARD LAISURE, FULL-TIME NUTRITION DRIVER TO EXTEND AUTHORIZED UNPAID LEAVE/SSOBC**

Motion made by Mr. Dutton, seconded by Mr. Echemann to approve Richard Laisure, full-time Nutrition Driver at Senior Services of Belmont County, to extend authorized unpaid leave not to exceed October 7, 2020.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

**IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 10:39 A.M**

Motion made by Mr. Dutton, seconded by Mr. Echemann to enter executive session with Sheriff David Lucas, pursuant to ORC 121.22(G)(1) Personnel Exception to consider the complaint of a public employee.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

Brent Carpenter, Jail Administrator, was also present.

Katie Bayness, HR Administrator joined executive session after Sheriff Lucas and Mr. Carpenter exited.

**IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 12:13 P.M.**

Motion made by Mr. Dutton, seconded by Mr. Echemann to exit executive session at 12:13 p.m.

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

Mr. Dutton said as a result of executive session there is no action for the board to consider at this time.

**Budget Hearings**-Present: Jaclynn Smolenak and Lisa Vannoy, Fiscal/Assistant Clerks.

**ENGINEER'S DEPARTMENT**-Present: Belmont County Engineer Terry Lively and Auditor Anthony Rocchio

Mr. Dutton said there is a lot of uncertainty regarding what the budget will be for next year. The Board is meeting with Auditor Rocchio on a weekly basis. Mr. Dutton said Belmont County has been in the top five counties that was hit the hardest in lost sales tax revenue due to COVID-19. Mr. Lively said his department is down approximately 11% in gas tax revenue. He noted 2020 was to be the first full year of revenue from the increased gas tax. Mr. Dutton explained the Board's goal is to make it to the end of this year without having to take any drastic action. Mr. Lively said if there is any money left over from this year, he is planning to use it for a paving project. Two-thirds of operation costs for the Engineer's Department comes from Motor Vehicle Gas Tax (MVGT) and one-third is from the General Fund.

Mr. Dutton said there is no further business to come before the board at this time.

September 30, 2020

**IN THE MATTER OF ADJOURNING  
COMMISSIONERS MEETING AT 2:06 P.M.**

Motion made by Mr. Dutton, seconded by Mr. Echemann to adjourn the meeting at 2:06 p.m.  
Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Meyer	Yes

Read, approved and signed this 7th day of October, 2020.

J. P. Dutton /s/ \_\_\_\_\_

Jerry Echemann /s/ \_\_\_\_\_ COUNTY COMMISSIONERS

Josh Meyer /s/ \_\_\_\_\_

We, J. P. Dutton and Bonnie Zuzak, President and Clerk respectively of the Board of Commissioners of Belmont County, Ohio, do hereby certify the foregoing minutes of the proceedings of said Board have been read, approved and signed as provided for by Sec. 305.11 of the Revised Code of Ohio.

J. P. Dutton /s/ \_\_\_\_\_ PRESIDENT

Bonnie Zuzak /s/ \_\_\_\_\_ CLERK