

St. Clairsville, Ohio

December 6, 2023

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

**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. Meyer 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 her warrant on the County Treasurer in payment of the bills allowed:

**IN THE TOTAL AMOUNT OF \$1,202,438.71**

Upon roll call the vote was as follows:

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

**IN THE MATTER OF TRANSFERS WITHIN FUND**

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

**A00 GENERAL FUND**

FROM	TO	AMOUNT
E-0080-A002-D01.001 Probate Salary Official	E-0081-A002-D02.002 Probate Salaries Employees	\$1,020.00
E-0081-A002-D10.003 Probate PERS	E-0081-A002-D02.002 Probate Salaries Employees	\$1,335.00
E-0082-A002-C36.003 Juvenile PERS	E-0081-A002-D02.002 Probate Salaries Employees	\$3,000.00
E-0111-A001-E05.000 Travel	E-0111-A001-E11.000 Other Expenses	\$5,000.00
E-0131-A006-A25.002 Housing of Prisoners	E-0131-A006-A08.000 Food	\$45,000.00
E-0131-A006-A25.002 Housing of Prisoners	E-0131-A006-A13.003 PERs	\$24,369.14
E-0141-A001-C11.000 Other Expenses	E-0141-A001-C02.002 Salaries	\$500.00
E-0170-A006-G02.002 Salaries	E-0170-A006-G04.012 Equipment	\$3,000.00

**K00 MOTOR VEHICLE AND GASOLINE TAX**

FROM	TO	AMOUNT
E-2812-K000-K16.013 Contracts	E-2813-K000-K40.074 Transfer Out	\$252,221.07

**S30 OAKVIEW JUVENILE REHABILITATION**

FROM	TO	AMOUNT
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S51.002 Salary	\$70,000.00
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S53.000 Medical	\$500.00
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S66.003 PERS	\$20,000.00
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S70.005 Medicare	\$2,000.00

**S70 BELMONT COUNTY SENIOR PROGRAMS/SSOBC**

FROM	TO	AMOUNT
E-5005-S070-S12.000 Capital Outlay	E-5005-S070-S01.002 Salaries	\$5,000.00

**Y91 EMPLOYER'S SHARE HOLDING ACCOUNT**

FROM	TO	AMOUNT
E-9891-Y091-Y01.006 Hospitalization	E-9891-Y091-Y12.500 HSA Fund	\$62.90

Upon roll call the vote was as follows:

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

**IN THE MATTER OF TRANSFERS BETWEEN FUND**

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

**A00 GENERAL FUND AND E01 COUNTY HEALTH**

FROM	TO	AMOUNT
E-0051-A001-A10.000 Professional Services	R-2210-E001-E17.574 Transfers In	\$5,833.33

**K00 MOTOR VEHICLE AND GASOLINE TAX/ENGINEER AND A00 GENERAL FUND**

FROM	TO	AMOUNT
E-2811-K000-K11.075 Advance Out	R-0040-A000-A48.575 Advance In	\$972,823.24

**K00 MOTOR VEHICLE AND GASOLINE TAX/ENGINEER AND O39 BOND RETIR-ENGINEER**

FROM	TO	AMOUNT
E-2813-K000-K40.074 Transfer Out	R-3218-O039-O05.574 Transfer In	\$252,221.07

**N45 ROADWAY IMPROVEMENTS/ENGINEER AND O39 BOND RETIR-ENGINEER**

FROM	TO	AMOUNT
E-9045-N045-N60.074 Transfer Out	R-9218-O039-O05.574 Transfer In	\$792,778.93

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ADDITIONAL APPROPRIATIONS**

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

**\*\*NOVEMBER 29, 2023\*\***

<b><u>W80 PROSECUTORS-VICTIM ASSISTANCE PROGRAM</u></b>		
E-1511-W080-P01.002	Salary	\$2,602.17
<b><u>**DECEMBER 6, 2023**</u></b>		
<b><u>A00 GENERAL FUND</u></b>		
E-0057-A006-F06.011	Veterinary Services	\$200.00
<b><u>N08 DISASTER RELIEF 4424/ENGINEER</u></b>		
E-9008-N008-N06.055	Construction	\$35,537.36
<b><u>N42 OPWC/ENGINEER</u></b>		
E-9042-N042-N01.055	Construction Payments	\$445,848.90
<b><u>S12 PORT AUTHORITY</u></b>		
E-9799-S012-S07.000	Professional Services	\$6,408.42
<b><u>S30 OAKVIEW JUVENILE REHABILITATION</u></b>		
E-8010-S030-S54.000	Food	\$110.00
<b><u>S32 OAKVIEW JUVENILE REHABILITATION/ACTIVITY FUND</u></b>		
E-8012-S032-S00.000	Activity Fund	\$208.40
<b><u>W20 LAW LIBRARY</u></b>		
E-9720-W020-W07.010	Supplies	\$8,170.68
<b><u>Y41 INDIGENT APPLICATION FEES/AUDITOR</u></b>		
E-9841-Y041-Y01.000	Remit to State	\$309.80
E-9841-Y041-Y02.000	Remit to County	\$1,239.20
<b><u>Y42 INDIGENT CLIENT RECOUPMENT FEE</u></b>		
E-9842-Y042-Y01.000	Remit to State	\$1,330.00
Upon roll call the vote was as follows:		
	Mr. Dutton	Yes
	Mr. Meyer	Yes
	Mr. Echemann	Absent

Motion made by Mr. Dutton, seconded by Mr. Meyer to make the following transfer of funds for HSA

Chargebacks for December 2023

HSA CHARGEBACKS		MONTHLY CHARGEBACKS	
From:		To:	
NUMBER	ACCOUNT	NUMBER	AMOUNT
E-2410-S066-S80.000	BCBDD-MAIN FUND	R-9891-Y091-Y12.500	233.84
E-5005-S070-S06.006	SENIOR SERVICES	R-9891-Y091-Y12.500	62.90
E-6010-S079-S07.006	CLERK OF COURTS	R-9891-Y091-Y12.500	170.94
		TOTALS	467.68

Upon roll call the vote was as follows:

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

**IN THE MATTER OF TRANSFER OF FUNDS FOR MUTUAL OF OMAHA LIFE**

**INSURANCE CHARGEBACKS FOR THE FOURTH QUARTER PERIOD:**

**OCTOBER, NOVEMBER AND DECEMBER 2023**

Motion made by Mr. Dutton, seconded by Mr. Meyer to make the following transfer of funds for the Mutual of Omaha Life Insurance Chargebacks for the Fourth Quarter (October, November and December 2023)

Transfer From		Transfer To	Amount
<b>E-0256-A014-A09.006</b>	<b>TOTAL GENERAL FUND</b>	<b>R-9891-Y091-Y05.500</b>	<b>1,939.33</b>
E-0170-A006-G10.000	PUBLIC DEFENDER	R-9891-Y091-Y05.500	37.14
E-0181-A003-A11.000	BD. OF ELECTIONS	R-9891-Y091-Y05.500	51.84
E-1510-W081-P04.000	PROSECUTOR DRETAC	R-9891-Y091-Y05.500	6.75
E-1600-B000-B13.006	DOG & KENNEL	R-9891-Y091-Y05.500	63.00
E-0910-S033-S47.006	D.D.HOME	R-9891-Y091-Y05.500	164.25
E-5005-S070-S22.006	SENIOR PROGRAM	R-9891-Y091-Y05.500	320.17
E-1571-S087-S03.006	EASTERN COURT SPECIAL	R-9891-Y091-Y05.500	6.75
E-1561-S086-S03.006	NORTHERN COURT SPECIAL	R-9891-Y091-Y05.500	6.75
E-1551-S088-S03.006	WESTERN COURT SPECIAL	R-9891-Y091-Y05.500	6.75
E-1310-J000-J06.000	REAL ESTATE ASSESS	R-9891-Y091-Y05.500	20.25
E-2811-K200-K10.006	ENGINEER K-1 & K-2	R-9891-Y091-Y05.500	27.00
E-2812-K000-K20.006	ENGINEER K-11	R-9891-Y091-Y05.500	169.92
E-2813-K000-K39.006	ENGINEER K-25	R-9891-Y091-Y05.500	40.50

E-3702-P005-P31.000	WATER/SEWER WWS #3	R-9891-Y091-Y05.500	205.26
E-3705-P053-P15.000	WATER/SEWER SSD #2	R-9891-Y091-Y05.500	46.83
E-1810-L001-L14.000	SOIL CONSERVATION	R-9891-Y091-Y05.500	20.25
E-1815-L005-L15.006	SOIL CONSERVATION-Watershed	R-9891-Y091-Y05.500	6.75
E-6010-S079-S07.006	CLERK OF COURTS/TITLE	R-9891-Y091-Y05.500	40.50
E-8010-S030-S68.006	OAKVIEW JUVENILE	R-9891-Y091-Y05.500	125.29
E-2510-H000-H16.006	DJFS	R-9891-Y091-Y05.500	564.87
E-2760-H010-H12.006	CHILD SUPPORT	R-9891-Y091-Y05.500	82.17
E-2210-E001-E15.006	COUNTY HEALTH	R-9891-Y091-Y05.500	42.72
E-2211-F069-F04.000	TRAILER PARKS	R-9891-Y091-Y05.500	0.06
E-2227-F074-F06.000	SEWAGE	R-9891-Y091-Y05.500	10.24
E-2213-F075-F02.003	VITAL STATISTICS	R-9891-Y091-Y05.500	7.13
E-2215-F077-F01.002	REPRODUCTIVE HLTH&WELLNESS	R-9891-Y091-Y05.500	9.19
E-2231-F083-F01.002	PHEP	R-9891-Y091-Y05.500	4.85
E-2232-F084-F02.008	NURSING PROGRAM	R-9891-Y091-Y05.500	13.34
E-2233-F085-F01.002	CHILD FAMILY HEALTH SERVICES PROG.	R-9891-Y091-Y05.500	3.39
E-2236-F088-F01.002	GET VACCINATED	R-9891-Y091-Y05.500	2.96
E-2237-F089-F01.002	INTEGRATED NALO1ONE	R-9891-Y091-Y05.500	5.37
E-2238-F090-F01.002	PUBLIC HEALTH WORKFORCE	R-9891-Y091-Y05.500	10.59
E-2241-F093-F07.002	ADOLESCENT HEALTH & RESLLIENCY	R-9891-Y091-Y05.500	2.26
E-2218-G000-G06.003	FOOD SERVICE	R-9891-Y091-Y05.500	12.54
E-2219-N050-N05.000	WATER	R-9891-Y091-Y05.500	1.33
E-2220-P070-P01.002	POOLS	R-9891-Y091-Y05.500	0.06
E-4110-T075-T52.008	W.I.C. PROGRAM	R-9891-Y091-Y05.500	20.25
E-2310-S049-S63.000	MENTAL HEALTH	R-9891-Y091-Y05.500	47.25
E-1520-S077-S04.006	COMMUNITY GRANT	R-9891-Y091-Y05.500	9.00
E-0400-M067-M05.008	JUVENILE COURT GRT	R-9891-Y091-Y05.500	13.50
E-0400-M078-M02.008	JUVENILE COURT GRT	R-9891-Y091-Y05.500	20.25
E-9799-S012-S02.006	PORT AUTHORITY	R-9891-Y091-Y05.500	11.28
E-1546-S056-S04.001	PROBATION SERVICES	R-9891-Y091-Y05.500	13.50
E-1518-S075-S03.002	MHAS SUBSIDY GRANT	R-9891-Y091-Y05.500	4.50
Total amount this transfer			4,217.88

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Dutton, seconded by Mr. Meyer to execute payment of Then and Now Certification dated December 6, 2023, 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. Meyer	Yes
Mr. Echemann	Absent

**IN THE MATTER OF REQUEST FOR CERTIFICATION  
OF MONIES BY THE BUDGET COMMISSION**

Motion made by Mr. Dutton, seconded by Mr. Meyer to request the Belmont County Budget Commission certify the following monies. **GENERAL FUND ANIMAL SHELTER/SPECIFIED DONATIONS-\$200.00** deposited into R-0057-A006-A02.500 on November 28, 2023. *(This amount is above the 2023 estimated revenue for R-0057-A006-A02.500).*

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Dutton, seconded by Mr. Meyer granting permission for county employees to travel as follows: **COMMISSIONERS-J. P. Dutton** to Columbus, OH, on December 7, 2023, to attend the CCAO Winter Conference.

**DJFS**-David Williamson to Lore City, OH, on November 2, 2023, to attend the TPOC Info Session/Training. Estimated expenses: \$55.02. David Williamson to Columbus, OH, on November 17, 2023, to attend the OCATS meeting. Estimated expenses: \$159.82. Stacie Brown to Mineral Ridge, OH, on December 8, 2023, to attend the Mahoning County FCFC/DCY presentation and OFCFA meeting. Estimated expenses: \$174.45. Michele Burkhart to Springfield, MO, on December 9-10, 2023, to visit a youth in residential facility. Estimated expenses: \$875.55. John LaRoche to Elmore City, OK, on December 19-20, 2023, to visit a youth in relative placement. Estimated expenses: \$944.00.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ACKNOWLEDGING BELMONT COUNTY COMMISSIONERS RECEIVED AND REVIEWED THE INTEREST REPORT AND INVESTMENT PORTFOLIO FOR THE MONTH OF NOVEMBER 2023**

Motion made by Mr. Dutton, seconded by Mr. Meyer to acknowledge the Belmont County Commissioners received and reviewed the following from the Belmont County Treasurer’s Office:

- Interest Report and Investment Portfolio for the month of November 2023.

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve the minutes of the Belmont County Board of Commissioners regular meeting of November 29, 2023.

Upon roll call the vote was as follows:

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

**Mr. Dutton made the following announcement:** The Belmont County Board of Commissioners are accepting applications for the Belmont County Transportation Improvement District (TID) Board. Applications will be accepted through December 15, 2023. Interested parties may stop in or contact the Commissioners' office at 740-699-2155 to request an application.

**IN THE MATTER OF APPROVING ESTIMATE #3857 FROM TIM’S CUSTOM INSTALLATION CABINET DIVISION/SHERIFF’S DEPARTMENT**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve estimate #3857 in the amount of \$28,455.00 from Tim’s Custom Cabinet Division for a custom wall unit, cabinets and solid surface countertops for a new booking station at the Belmont County Jail.

*Note: This will be paid for by the Belmont County Sheriff’s Department.*

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ACCEPTING PROPOSAL FROM BEARCOM/SHERIFF’S DEPARTMENT**

Motion made by Mr. Dutton, seconded by Mr. Meyer to accept the proposal from BEARCOM in the amount of \$20,349.32 each to provide and install all necessary uplifting to three 2023 Dodge Durango Pursuit for the Belmont County Sheriff’s Department for a total cost of \$61,047.96.

*Note: This will be paid for by the Belmont County Sheriff’s Department.*

Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING QUOTE FROM LOGO TEK SIGNS/SHERIFF’S DEPARTMENT**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve the quote from Logo Tek Signs, in the amount of \$1,605.00, for reflective graphics for three 2023 Dodge Durango’s, for the Belmont County Sheriff’s Department.

*Note: This will be paid for by the Belmont County Sheriff’s Department.*

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ACCEPTING THE ANNUAL REPORT ON THE DELINQUENT TAX & ASSESSMENT COLLECTION (DTAC) FUND FOR FY 2023**

Motion made by Mr. Dutton, seconded by Mr. Meyer to accept the annual report on the Delinquent Tax & Assessment Collection (DTAC) Fund for fiscal year 2023 as submitted by Katherine J. Kelich, Belmont County Treasurer, pursuant to Ohio Revised Code Section 321.261.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING THE AGREEMENT WITH ADVANCED  
MACHINE & SYSTEM TECHNOLOGIES, INC./COURTHOUSE MAIL MACHINE**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve and enter into the agreement with Advanced Machine & System Technologies, Inc. for one C-Auto 95 LPM with 5lb. scale mail machine, in the amount of \$4,530.00 and yearly charge of \$500.00 for the maintenance agreement, for the Belmont County Courthouse.



**Advanced Machine & System Technologies, Inc.**


Offices in PA\*OH \*WV  
Toll Free: 866-944-MAIL (6245)  
PA: 724.695.1133  
OH/WV: 304.232.1755  
Fax: 304.232.1899  
[www.amasti.com](http://www.amasti.com)

# AGREEMENT

Date Prepared 12/4/2023	Type of Transaction Purchase	Customer Purchase Order Number N/A
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Bill To:		
Belmont County Courthouse		
101 West Main St.		
City St. Clairsville	State OH	Zip 43950
County Belmont	Tax ID#	

Deliver To:		
Same as bill to		
City	State	Zip
County		

Payment Attached 	Terms - Check One <input type="checkbox"/> Lease <input type="checkbox"/> Rental Purchase <input checked="" type="checkbox"/> Down Payment \$ _____ <input type="checkbox"/> COD	PLEASE MAKE ALL CHECKS PAYABLE TO: <b>Advanced Machine and System Technologies, Inc.</b>
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Purchaser agrees to purchase/acquire and Advanced Machine and System Technologies, Inc. by its acceptance agrees to sell/provide the items listed below ("Equipment"):

Qty	Item #	Description	Price	Total
1		C-Auto 95 LPM with 5lb scale		\$4,757.00
		Shipping		\$198.00
		Install		Free
		Doc Fee		\$75.00
		Discount		\$-500.00
Total				\$ 4,530.00

MAINTENANCE: AMASTI will provide ongoing maintenance for Equipment at published prices and terms from time to time established by AMASTI for commercial purchasers of similar equipment. The program has been explained to me and I elect: to X, not to     , enter into the same at the expiration of the warranty period. (Initial One)

Maintenance Agreement Price: \$ 500.00 per year

Belmont County Courthouse

Company Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Bob Tomer

Sales Representative

V APD X Know  
 Authorized Signature  
J.P. DUTTON BELMONT COUNTY  
JOSE MEYER COMMISSIONERS 12/16/23  
 Print Name and Title Date

Approved By: AMASTI Management

Purchaser acknowledges he/she has read, understands and accepts the terms and conditions on the reverse, including limitations of liability.

Upon roll call the vote was as follows:

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

Mr. Dutton said this is replacing a seven year old unit.

**IN THE MATTER OF APPROVING THE METER SERVICE AGREEMENT WITH  
ADVANCED SYSTEM TECHNOLOGIES INC/COURTHOUSE MAIL MACHINE**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve and enter into the Meter Services agreement with Advanced Machine & System Technologies, Inc., in the monthly amount of \$42.00 for one SendPro C-Auto meter rental.





Meter Services and/or Equipment Rental Agreement (Dealers)  
Dealer: AMASTI

Agreement Number

Your Business Information

Belmont County

Full Legal Name

101 West Main St.

DBA Name

St. Clairsville

Tax ID # (FEIN/TIN)

OH 43950

Billing Address: Street

Accounts Payable

City

740-699-2169

State

ZIP+4

Billing Contact Name

same

Billing Contact Phone #

Billing Account #

Installation Address (if different from billing address): Street

City

State

ZIP+4

Installation Contact Name

Installation Contact Phone #

Installation Account #

Invoice Attention to

PO #

Your Business Needs

Qty	Business Solution Description
1	SendPro C-Auto

Check below entity responsible to provide Service:

☒ Service performed by Dealer or other third party  
AMASTI

☐ Standard Service Level Agreement, service performed by PBI – see SLA terms in Pitney Bowes Terms (Dealers)

If green products are identified on this Lease, the equipment covered herein includes remanufactured products that have gone through our factory certification testing process.

Your Payment Plan

Number Of Months	Monthly Amount*	Billing Frequency
12	42.00	Quarterly

Shipping and Handling

\$0.00

Initial Term: 12 Months

☐ Tax Exempt Certificate Attached

☐ Tax Exempt Certificate Not Required

☐ Purchase Power® transaction fees included

☐ Purchase Power® transaction fees not included

\*Does not include any applicable sales, use, or property taxes which will be billed separately.

Your Signature Below

By signing below, you agree to be bound by all the terms of this Agreement, including those located in the Pitney Bowes Terms (Dealers) (Version 11/22), which are available at [www.pb.com/dealerterms](http://www.pb.com/dealerterms) and are incorporated by reference. Charges payable under this Agreement will be billed: (1) if you qualify for a Purchase Power® account, through that account, subject to the terms of that account, and (2) if you do not qualify for a Purchase Power account, directly in accordance with this Agreement. You acknowledge that you have read all of the terms and that you are authorized to sign this Agreement. If software is included in the Order, additional terms apply which are available by clicking on the hyperlink for that software located at <http://www.pitneybowes.com/us/license-terms-of-use/software-and-subscription-terms-and-conditions.html>. Those additional terms are incorporated by reference.

Client Signature

J. P. Dutton

Date

12-6-23

Print Name

J. P. Dutton

Title

Belmont Co. Commissioners

Email Address

J.DUTTON@BELMONTCOUNTYOHIO.ORG

JMEYER@BELMONTCOUNTYOHIO.ORG

Sales Information

Bob Tomer

AMASTI 866-944-6245 www.AMASTI.com

Account Rep Name

Dealer Name

Upon roll call the vote was as follows:

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

IN THE MATTER OF AWARDDING BID FOR ENGINEER’S  
PROJECT 23-17 BEL-CR42-1.41/1.47 (FULTON HILL ROAD)  
SLIDE REPAIR TO ALAN STONE COMPANY, INC.

Motion made by Mr. Dutton, seconded by Mr. Meyer to award the bid for the Belmont County Engineer’s Project 23-17 BEL-CR42-1.41/1.47 (Fulton Hill Road) Slide Repair to low bidder Alan Stone Company, Inc., in the amount of \$436,256.00, based upon the recommendation of Terry Lively, County Engineer.  
*Note: Engineer’s estimate: \$509,990.00.*

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ADVERTISING FOR BIDS FOR THE SARGUS JUVENILE CENTER RESTROOM/SHOWER REMODEL**

Motion made by Mr. Dutton, seconded by Mr. Meyer to advertise for bids for the Sargus Juvenile Center Restroom/Shower remodel and authorize the Clerk of the Board to proceed with the required Notice to Bidders.

**BELMONT COUNTY COMMISSION  
ST. CLAIRSVILLE, OHIO  
Restroom/Shower Remodel  
Sargus Juvenile Center  
68131 Hammond Rd.  
St. Clairsville, OH 43950  
NOTICE TO BIDDERS**

Sealed bids for the upgrade and remodeling of the existing restroom and showers of the above-referenced location will be received by the Belmont County Commission at the office of the Commission at 101 West Main Street, St. Clairsville, Ohio 43950, until 10:00 a.m. (local time) on Wednesday, January 10, 2024, at which time the bids received will be opened and publicly read aloud. Copies of specifications and bid forms may be obtained at the Commissioners’ office between the hours of 9:00 A.M. and 4:00 P.M. daily, Monday through Friday. If any questions call the Sargus Juvenile Center Executive Director D.J. Watson at 740-695-9750. Each bid must be accompanied by a bid Guaranty meeting the requirements of Section 153.54 of the Ohio Revised Code as follows:

- A Bond in accordance with Section 153.54 (B) O.R.C . –OR–
- A certified check, cashiers’ check or letter of credit in accordance with Section 153.54 © O.R.C in an amount equal to 10% of the bid.

Bid Security furnished in Bond form, shall be issued by a Surety company or Corporation licensed in the State of Ohio to provide said surety:  
Each bid must contain the full name of the party or parties submitting the proposal and all persons interested therein. Said contract will be let to the lowest and best responsible bidder. The County reserves the right to reject any and all bids and award a contract to that bidder which is in the best interest of the County.

By order of the Board of Commissioners  
Of Belmont County, Ohio  
*Bonnie Zuzak /s/*  
\_\_\_\_\_  
Bonnie Zuzak, Clerk of the Board

Times Leader Advertisement: Two (2) Tuesdays, December 12 & December 19, 2023.  
Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING THE AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN BELMONT COUNTY BOARD OF COMMISSIONERS, BELMONT COUNTY DEPARTMENT OF FAMILY SERVICES AND THE BELMONT-HARRISON JUVENILE DISTRICT**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve the amendment to the Memorandum of Understanding approved on December 21, 2022, between the Belmont County Board of Commissioners, Belmont County Department of Job and Family Services and the Belmont-Harrison Juvenile District for the reservation of two (2) beds at the Provider’s Future Stories Group Home at the per diem rate of \$344.00 per bed, per day for the months of November and December 2023.  
*Note: The original rate was \$200.00 per day per bed.*

**AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE BELMONT COUNTY BOARD OF COMMISSIONERS,  
THE BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, AND  
THE BELMONT-HARRISION JUVENILE DISTRICT**

This Amendment to the original Memorandum of Understanding, dated December 21, 2022, is entered into on the 6<sup>th</sup> day of **December 2023** by and between the **Belmont County Board of Commissioners** (hereinafter referred to as “Board); the **Belmont County Department of Job and Family Services** (hereinafter referred to as “Agency); and the **Belmont-Harrison Juvenile District** (hereinafter referred to as “Provider) is to adjust the rate charged for the reservation of two (2) beds at the Provider’s Future Stores Group Home for the months of November and December 2023.  
In consideration of the mutual benefits received by all parties through the execution of the Memorandum of Understanding, the parties do hereby agree as follows:

1. There are not any changes to the original terms and conditions of the MOU entered into on December 21, 2022, except as follows:
  - A. The Agency agrees to pay for the purchase of two (2) beds for the period of November 1, 2023-December 31, 2023, at the agreed upon per diem rate of \$344.00 per day x 61 days x 2 beds = \$41,968.00. The total amount of the original MOU shall not exceed **\$146,600.00.**
  - B. The original amount of \$146,600.00 paid the Provider by the Agency is funding agreed upon to fund the two (2) beds at Future Stories and the Agency will not seek reimbursement of any unused funding for calendar year 2023.

Our signatures below express our agreement to the changes in terms and conditions set forth above in this Amendment to the original Memorandum of Understanding.

*Jeffery L. Felton /s/*  
\_\_\_\_\_  
Jeffery L. Felton Director  
Belmont County Department of Job and Family Services  
*DJ Watson /s/*  
\_\_\_\_\_  
D.J. Watson, Executive Director  
Belmont-Harrison Juvenile District

11/28/2023  
Date  
  
11/28/2023  
Date





**Discussion re: Memorandum of Understanding between Belmont County Department of Job & Family Services and Belmont-Harrison Juvenile District-Present: Jeff Felton, DJFS Director, Jack Regis, Jr., DJFS Fiscal Administrator, Christine Parker, DJFS Administrator and D. J. Watson, Belmont-Harrison Juvenile District Director.**

Mr. Felton said last year was the first year for the MOU. The per diem rate allows them to recover more funding if a child is IV-E eligible. He said having access to a local facility allows the child to be closer to home. Ms. Parker said it’s a huge contributor to a child’s success if the family is involved. Mr. Watson said inter-agency collaboration has been great. This agreement enforces that we want to prioritize our local kids first and it allows us to do so. He added reserving two beds locally helps out with the budget struggle. Mr. Dutton said there is a lot of good work between county agencies and other counties. He credited Mr. Watson for highlighting facility issues at Sargus. Plans are in place for improvements. Mr. Dutton said some improvements have been made at Future Stories. Mr. Watson said it’s the 50<sup>th</sup> anniversary for Sargus and there will have a tour on Friday, December 15 with local and state officials.

**RECESS**

**IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 10:01 A.M.**

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

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 11:39 A.M.**

Motion made by Mr. Dutton, seconded by Mr. Meyer to exit executive session at 11:39 a.m.

Upon roll call the vote was as follows:

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

Mr. Dutton said there is are four motions to be considered at this time as a result of executive session.

**IN THE MATTER OF HIRING AYDIN ANGUS AS FULL-TIME KENNEL STAFF**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve the hire of Aydin Angus as a full-time Kennel Staff at the Belmont County Animal Shelter, effective December 7, 2023.

*Note: This is a replacement position.*

Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING TO MOVE KYLIE KERNAN FROM FULL-TIME ASSISTANT DOG WARDEN TO PART-TIME KENNEL STAFF**

Motion made by Mr. Dutton, seconded by Mr. Meyer approving moving Kylie Kernan from full-time Assistant Dog Warden to part-time Kennel Staff, effective December 3, 2023.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ISSUING A FINE AND LAST CHANCE AGREEMENT**

Motion made by Mr. Dutton, seconded by Mr. Meyer to issue a fine and last chance agreement to Housekeeping/Maintenance employee Michael Modra.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING THE TERMINATION OF DAVID CAMPBELL, FULL-TIME ASSISTANT DOG WARDEN**

Motion made by Mr. Dutton, seconded by Mr. Meyer to approve the termination of David Campbell, full-time Assistant Dog Warden at Belmont County Animal Shelter, effective December 8, 2023, based upon his supervisor's recommendation and to direct his supervisor to notify Mr. Campbell of the same.

Upon roll call the vote was as follows:

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

**Recess for possible further action.**

**Reconvened Monday, December 11, 2023, at 11:56 a.m. with Commissioners Dutton, Echemann and Meyer present. Mr. Dutton said the meeting was kept open for possible motions which did not develop, but there is an amended motion.**

**IN THE MATTER OF AMENDING MOTION OF DECEMBER 6, 2023, ISSUING LAST CHANGE AGREEMENT TO MICHAEL MODRA**

Motion made by Mr. Dutton, seconded by Mr. Echemann to amend the motion issuing a fine and last chance agreement to Housekeeping/Maintenance employee Michael Modra to read Maintenance/Housekeeping.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF ADJOURNING**  
**COMMISSIONERS MEETING AT 11:56 A.M.**  
Motion made by Mr. Dutton, seconded by Mr. Echemann to adjourn the meeting at 11:56 a.m.  
Upon roll call the vote was as follows:

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

Read, approved and signed this 13th day of December, 2023.

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