

The Board of Commissioners of Belmont County, Ohio, met this day in regular session. Present: Jerry Echemann, Josh Meyer and J. P. Dutton, 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. Echemann, 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 his warrant on the County Treasurer in payment of the bills allowed:

IN THE TOTAL AMOUNT OF \$433,664.26

Upon roll call the vote was as follows:

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

IN THE MATTER OF TRANSFERS WITHIN FUND

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

A00 GENERAL FUND

FROM	TO	AMOUNT
E-0059-A009-A00.002 Salary	E-0051-A001-A50.000 Budget Stabilization	\$15,423.39
E-0059-A009-A01.003 PERS	E-0051-A001-A50.000 Budget Stabilization	\$3,837.68
E-0059-A009-A06.000 Other Expenses	E-0051-A001-A50.000 Budget Stabilization	\$686.69
E-0059-A009-A09.012 Equipment	E-0051-A001-A50.000 Budget Stabilization	\$1,000.00

H05 WORKFORCE DEVELOPMENT FUND/BCDJFS

FROM	TO	AMOUNT
E-2600-H005-H04.000 Dislocated Workers	E-2600-H005-H03.000 Adult	\$100,000.00

S30 OAKVIEW JUVENILE REHABILITATION

FROM	TO	AMOUNT
E-8010-S030-S40.000 Grant Holding	E-8010-S030-S53.000 Medical	\$220.00
E-8010-S030-S67.004 Workers Comp	E-8010-S030-S62.000 Printing/Advert.	\$325.00

S55 TARGETED COMM ALTERN TO PRISON/ADULT PROBATION

FROM	TO	AMOUNT
E-1545-S055-S01.000 Grant Expenses	E-1545-S055-S03.000 Co. Crt. Grant Exp.	\$2,732.88

Y91 EMPLOYER'S SHARE HOLDING ACCOUNT

FROM	TO	AMOUNT
E-9891-Y091-Y01.006 Hospitalization	E-9891-Y091-Y12.000 HSA Fund	\$70.89

Upon roll call the vote was as follows:

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

IN THE MATTER OF TRANSFERS BETWEEN FUND

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

P05 WATER WORKS FUND AND N22 WWS CAPITAL IMPROVEMENT/BCWSD

FROM	TO	AMOUNT
E-3702-P005-P34.074 Transfers Out	R-9022-N022-N08.574 Transfers In	\$28,750.00

P05 WATER WORKS FUND AND N88 WWS REVENUE BOND-SHORT LIVED/BCWSD

FROM	TO	AMOUNT
E-3702-P005-P34.074 Transfers Out	R-9088-N088-N04.574 Transfers In	\$58,000.00

P05 WATER WORKS FUND AND O11 MT. VICTORY-BOND RETIREMENT/BCWSD

FROM	TO	AMOUNT
E-3702-P005-P34.074 Transfers Out	R-9311-O011-O04.574 Transfers In	\$1,027.00

P05 WATER WORKS FUND AND O62 USDA WATER BOND PYMT/BCWSD

FROM	TO	AMOUNT
E-3702-P005-P34.074 Transfers Out	R-9262-O062-O08.574 Transfers In	\$150,000.00

P05 WATER WORKS FUND AND O63 USDA WATER BOND RESERVE FUND/BCWSD

FROM	TO	AMOUNT
E-3702-P005-P34.074 Transfers Out	R-9263-O063-O06.574 Transfers In	\$12,350.00

P53 SANITARY SEWER DISTRICT FUND AND O03 USDA-SSD BOND PYMT/BCWSD

FROM	TO	AMOUNT
E-3705-P053-P15.074 Transfers Out	R-9200-O003-O08.574 Transfers In	\$26,167.00

P53 SANITARY SEWER DISTRICT FUND AND O12 NEFFS BOND RETIREMENT/BCWSD

FROM	TO	AMOUNT
E-3705-P053-P15.074 Transfers Out	R-9312-O012-O05.574 Transfers In	\$3,417.00

P53 SANITARY SEWER DISTRICT FUND AND O61 SEWER BOND RETIREMENT/BCWSD

FROM	TO	AMOUNT
E-3705-P053-P15.074 Transfers Out	R-9261-O061-O04.574 Transfers In	\$11,000.00

Upon roll call the vote was as follows:

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

IN THE MATTER OF ADDITIONAL APPROPRIATIONS

Motion made by Mr. Echemann, 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:

****SEPTEMBER 25, 2024****

A00 GENERAL FUND

E-0059-A009-A00.002	Salary	\$26,110.08
E-0059-A009-A01.003	PERS	\$6,049.47
E-0059-A009-A06.000	Other Expenses	\$686.69
E-0059-A009-A09.012	Equipment	\$1,000.00

****OCTOBER 2, 2024****

H10 CHILD SUPPORT ENFORCEMENT ADMIN FUND/BCDJFS

E-2760-H010-H15.000	Other Expenses	\$283,514.62
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S30 OAKVIEW JUVENILE REHABILITATION

E-8010-S030-S54.000	Food	\$2,837.90
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W20 LAW LIBRARY

E-9720-W020-W02.002	Salary	\$3,000.00
E-9720-W020-W07.010	Supplies	\$3,110.41

SHERIFF/VARIOUS FUNDS

E-0131-A006-A09.000	Medical	\$5,011.68
E-0131-A006-A20.000	False Alarms	\$200.00
E-0131-A006-A23.000	Background	\$245.00
E-0131-A006-A24.000	E-SORN	\$340.00
E-0131-A006-A26.000	K-9	\$1,500.00
E-0131-A006-A32.000	Warrant Fee	\$673.10
E-1652-B016-B02.000	DUI	\$25.00
E-5100-S000-S01.010	Commissary	\$12,708.22
E-5101-S001-S06.000	CCW License	\$890.00
E-5101-S001-S07.012	CCW Equipment	\$1,052.00
E-9710-U010-U06.000	Reserve	\$500.00

Upon roll call the vote was as follows:

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

IN THE MATTER OF TRANSFER OF FUNDS

FOR HSA CHARGEBACKS/OCTOBER 2024

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

Chargebacks for October 2024

HSA CHARGEBACKS		MONTHLY CHARGEBACKS	
From:		To:	
NUMBER	ACCOUNT	NUMBER	AMOUNT
E-2811-K200-K10.006	ENGINEER	R-9891-Y091-Y12.500	192.62
E-3702-P005-P31.000	WWS#3	R-9891-Y091-Y12.500	263.51
E-2410-S066-S80.000	BCBDD-MAIN FUND	R-9891-Y091-Y12.500	263.51
E-5005-S070-S06.006	SENIOR SERVICES	R-9891-Y091-Y12.500	70.89
E-6010-S079-S07.006	CLERK OF COURTS	R-9891-Y091-Y12.500	192.62
		TOTALS	983.15

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Echemann, seconded by Mr. Meyer to execute payment of Then and Now Certification dated October 2, 2024, 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. Echemann	Yes
Mr. Meyer	Yes
Mr. Dutton	Yes

IN THE MATTER OF ACKNOWLEDGING BELMONT COUNTY COMMISSIONERS RECEIVED AND REVIEWED THE INTEREST REPORT AND INVESTMENT PORTFOLIO FOR THE MONTH OF SEPTEMBER 2024

Motion made by Mr. Echemann, 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 September 2024.

Upon roll call the vote was as follows:

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

IN THE MATTER OF ACKNOWLEDGING THE BELMONT COUNTY COMMISSIONERS RECEIVED AND REVIEWED THE MONTHLY FINANCIAL REPORT FOR SEPTEMBER 2024

Motion made by Mr. Echemann, seconded by Mr. Meyer to acknowledge the Belmont County Commissioners received and reviewed the following from the Belmont County Auditor's Office:

- Monthly Financial Report for the month of September 2024.

Upon roll call the vote was as follows:

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

IN THE MATTER OF GRANTING PERMISSION FOR COUNTY EMPLOYEES TO TRAVEL

Motion made by Mr. Echemann, seconded by Mr. Meyer granting permission for county employees to travel as follows:

COMMISSIONERS-Commissioner Jerry Echemann to Zanesville, OH, on November 8, 2024, to attend the EODA Fall meeting. A county vehicle will be used for travel. Commissioner Jerry Echemann to Columbus, OH, on December 4-6, 2024, to attend the CCAO Winter Conference. A county vehicle will be used for travel.

DJFS-Jeff Felton, Cindy Berry, Shelley Schramm, Kathy Probst, Lori Bittengle, Val Gardner, Kathaleen Dobson and Hollee Goudy to Wooster, OH, on October 23, 2024, to attend the ECODDA Fall Management Retreat. Estimated expenses: \$1,418.08.

ENGINEER'S-Terry Lively and Brett Hess to Cranberry, PA, on September 26, 2024, to pick up a new vehicle.

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve the minutes of the Belmont County Board of Commissioners regular meeting of September 25, 2024.

Upon roll call the vote was as follows:

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

IN THE MATTER OF HIRING NICOLLE BLOOM AS A FULL-TIME DEPUTY CLERK/WESTERN COURT

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve the hire of Nicolle Bloom, full time Deputy Clerk at Belmont County Western Court, effective October 7, 2024.

Note: This is a replacement position.

Upon roll call the vote was as follows:

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

IN THE MATTER OF HIRING ISAIAH KEMP AS A FULL-TIME WATER PLANT OPERATOR IN TRAINING

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve the hire of Isaiah Kemp, full-time Water Plant Operator in Training at Belmont County Water and Sewer District, effective October 7, 2024.

Note: This is a replacement position.

Upon roll call the vote was as follows:

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

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

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve and sign the annual Standby Generator Preventative Maintenance Agreement with Erb Electric Company, for a one-year term, for the Belmont County Courthouse Generator, Make/Model: Generac QTO3624 in the amount of \$400.00 per year.

Upon roll call the vote was as follows:

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

IN THE MATTER OF RESOLUTION APPROVING THE PROPOSAL OF THE BELMONT COUNTY RECORDER REQUESTING THE INCREASE FOR RECORDING A DESIGNATED DOCUMENT FOR WHICH A FEE IS CHARGED TO BE PLACED IN THE COUNTY TREASURY AND DESIGNATED AS "GENERAL FUND MONEYS" TO SUPPLEMENT THE EQUIPMENT NEEDS OF THE RECORDER

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

Resolution

WHEREAS, the Belmont County Board of Commissioners received a written request on September 23, 2024 from the Belmont County Recorder, Jason Garczyk to increase the fees collected for recording a designated document to supplement the equipment needs of the Recorder as described in ORC 317.321; and

WHEREAS, the Recorder's written request stated the following: "1. That \$7.00 of the fee collected for recording a designated document for which a fee is charged be placed in the County Treasury and designated as 'General Fund Moneys to supplement the equipment needs of the Recorder;' 2. That the number of years for which I (the Recorder) am requesting this amount to be collected and deposited into the new equipment fund shall be no more than five (5) years commencing January 1, 2025 and ending December 31, 2029;" and

WHEREAS, the Recorder met with the Belmont County Board of Commissioners pursuant to the statute regarding his request and verbally stated that his office recorded 10,486 instruments in calendar year 2023 which generated \$40,932 in gross revenue to the S78 fund; based on the same number of instruments for 2024, the equipment fund would receive \$73,402.00 at \$7.00 per document;

NOW, THEREFORE, BE IT RESOLVED, the Belmont County Board of Commissioners does hereby approve the proposal of the Belmont County Recorder, Jason Garczyk, to increase the fee collected for recording a designated document to supplement the equipment needs of the Recorder as described in ORC 317.321 and to deposit \$7.00 per designated document in the County Treasury as “General Fund Moneys to supplement the equipment needs of the County Recorder” for no longer than five (5) years. A special fund under ORC 5705.12 for any fees designated as :General Fund Moneys to Supplement the Equipment Needs of the County Recorder” has previously been established on October 25, 1993 and such fund can continue to exist and be used in connection with the funds generated.

Adopted October 2, 2024

Upon roll call the vote was as follows:

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

IN THE MATTER OF APPROVING VEHICLE TRADE-IN AND PURCHASE FOR SENIOR SERVICES OF BELMONT COUNTY

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve the trade-in of one 2019 Dodge Charger for a trade-in amount of \$12,000.00 and purchase of one 2025 Chevrolet Equinox from Whiteside of St. Clairsville in the amount of \$22,330.00 (after trade-in and \$1,500 rebate), for Senior Services of Belmont County, based upon the recommendation of Executive Director Lisa Kazmirski.

Note: This is a replacement vehicle and will be used for non-emergency medical transportation.

Upon roll call the vote was as follows:

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

Discussion-CARES Program-Jeff Felton, DJFS Director, said the program serves a lot of Adult Protective Service clients. DJFS is giving \$20,000 to the CARES program for services. Mr. Felton said the CARES program has made it easier to serve their clients. CTFD Fire Chief Tim Hall said without the county’s backing of the program they wouldn’t be able to do what they do.

JFS Levy-Mr. Felton said the levy on the upcoming ballot is a reduction. If it passes the .35 mill levy will not be renewed next year. He encouraged residents to vote for the levy and noted some of their programs need matching money, the levy dollars can be used for that.

RECESS

9:30 RFP Opening-Medicaid Non-Emergency Transportation (NET) transportation providers for Belmont County Department of Job and Family Services.

IN THE MATTER OF RFP OPENING TO PROVIDE NON-EMERGENCY TRANSPORTATION (NET) TRANSPORTATION PROVIDERS FOR BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES

This being the day and 9:30 a.m. being the hour that bids were to be on file in the Commissioners’ Office for the Medicaid Non-Emergency Transportation (NET) transportation providers for Belmont County Department of Job and Family Services.

NAME	BID BOND	BID AMOUNT
Green Cab 14 Cook Drive Athens, OH, 45701	N/A	\$5.23 per loaded mile-Passenger Vehicle \$7.00 per loaded mile-Wheelchair Accessible Van \$25.00 wait time per 30 minute block \$23.00 loading fee per assisted load
Neffs Fire Department PO Box 227 Neffs, OH, 43940	N/A	\$5.00 per loaded mile—no assist \$20.00 wait time per one hour \$15.00 load fee-Wheelchair Accessible Van plus \$8.00 mileage fee a loaded mile \$47.25 Background check fee
Martins Ferry EMS 35 South 5 th Street Martins Ferry, OH, 43935	N/A	<u>Car Transport</u> \$5.00 per mile \$15.00 load fee \$20.00 wait time per hour \$500.00 Inspection fee <u>Wheelchair Van Transport</u> \$8.00 mile-ground mileage \$15.00 load fee \$20.00 wait time \$72.00 employee background check fee \$10.00 Drivers abstract
IC Cab 1113 Main Street Wheeling, WV 26003	N/A	\$20.00 per trip for 0-5 miles \$5.00 additional per mile over 5 miles
Barnesville Taxi Service 1113 Main Street Wheeling, WV 26003	N/A	\$6.00 per mile per trip \$15.00 wait time \$15.00 load fee per client each way

Present: Jeff Felton and Jack Regis, Jr, DJFS and Tate Blanchard, IC Cab.

Motion made by Mr. Echemann, seconded by Mr. Meyer to turn over all RFP’s received for the for the Medicaid Non-Emergency Transportation (NET) transportation providers for Belmont County Department of Job and Family Services to Director Jeff Felton for review and recommendation.

Upon roll call the vote was as follows:

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

RECESS

IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 10:05 A.M.

October 2, 2024

Motion made by Mr. Echemann, seconded by Mr. Meyer to enter executive session with Hannah Warrington, HR Administrative Assistant, pursuant to ORC 121.22(G)(1) Personnel Exception to consider the employment of public employees and ORC 121.22(G)(4) Collective Bargaining.

Upon roll call the vote was as follows:

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

IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 10:56 A.M.

Motion made by Mr. Echemann, seconded by Mr. Meyer to exit executive session at 10:56 a.m.

Upon roll call the vote was as follows:

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

Mr. Echemann said there are two motions to be considered as a result of executive session.

**IN THE MATTER OF ACCEPTING THE RESIGNATION OF
KODIE RICHARDSON, FULL-TIME ASSISTANT DOG WARDEN**

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve the resignation of Kodie Richardson, full-time Assistant Dog Warden at the Belmont County Animal Shelter, effective September 26, 2024.

Upon roll call the vote was as follows:

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

**IN THE MATTER OF APPROVING AN UNPAID LEAVE FOR
LORI MATTHEWS, FULL-TIME LPN/JAIL**

Motion made by Mr. Echemann, seconded by Mr. Meyer to approve unpaid leave for Lori Matthews, full-time LPN at the Belmont County Jail, effective September 30-October 1, 2024.

Upon roll call the vote was as follows:

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

RECESS

BUDGET HEARINGS-Present: Jaclynn Smolenak, Fiscal Clerk and Lisa Vannoy, Assistant Clerk
2025 budget requests were reviewed.

ANIMAL SHELTER-Present: Lisa Duvall, Dog Warden
\$228,257 requested for 2025. Currently there are 82 dogs at the shelter. Four dogs are being boarded. The shelter is short staffed. Currently there are four full-time employees and two part-time employees.

RECESS

ENGINEER'S-Terry Lively
\$437,119 requested for 2025. Mr. Lively said wages and equipment costs have increased and the GIS Department needs to purchase some software. Mr. Dutton explained sales tax revenues were down for the year. The County Auditor thinks the overall number will be the same as last year. Mr. Lively said their accounting software is obsolete and is no longer supported. The cost would be approximately \$60,000 to replace. If the Auditor gets new software they would not need to purchase it. Mr. Lively said the mall plaza storm sewer infrastructure will need extensive work in the future which would be a multi-year project and quite expensive. Some of the roads are county, some township and some are private. It would be beneficial if all could work together. Mr. Lively said their radio system is obsolete. The estimated cost for a new one is \$500,000.

RECESS

RECORDS DEPARTMENT-Present: Laura Ellis, Records Manager
\$20,000.00 requested for 2025. 4,000 boxes will be needed for the records when moved to new facility. Estimated cost: \$16,000. Ms. Ellis would like to order half this year since she has the funds in her budget to cover.

RECESS

Reconvened Thursday, October 3, 2024 at 10:03a.m. with Commissioners Echemann, Meyer and Dutton present.

BUDGET HEARINGS-Present: Lisa Vannoy, Assistant Clerk
2025 budget requests were reviewed. Mr. Meyer explained sales tax revenues were down for the year. The County Auditor thinks the overall number will be the same as last year.

PROBATE/JUVENILE-Present: Judge Al Davies, Jennifer Shunk, Court Administrator, Dave Carter, Probation Officer, D.J. Watson, Sargus Director and Lisa Rine, Sargus Financial Officer.
\$787,928 requested for Juvenile Division and \$200,973 requested for Probate for 2025. Ms. Shunk said there is a slight increase from last year in the request. Salary increases are included. She said they are partnering with the courts to get the e-filing system up and running. The cost will be split between the County Courts, Clerk of Courts and Juvenile/Probate. The cost for the system is \$137,547 with an annual maintenance fee of \$8,074.

SARGUS- Present: Judge Al Davies, Jennifer Shunk, Court Administrator, Dave Carter, Probation Officer, D.J. Watson, Sargus Director and Lisa Rine, Sargus Financial Officer.
\$1,127,000.00 will be given to Sargus out of the General Fund for 2025. They are good for the rest of the year financially. Mr. Watson said Future Stories will be closing at the end of the year. It is not sustainable and no funds are being requested for 2025. The only line item will be for unemployment benefits at the estimated cost of \$72,000. Some of the Future Stories employees may move to Sargus.

RECESS

BOARD OF ELECTIONS-Present: Aaron Moore, Director and Kamron Chervenak, Deputy Director
\$1,382,500 requested for 2025. Salary increases and contract services increases are included. The ballot scanners are going to be 10 years old in 2025 and may need replaced.

October 2, 2024

RECESS

**IN THE MATTER OF ADJOURNING
COMMISSIONERS MEETING AT 11:39 A.M.**

Motion made by Mr. Echemann, seconded by Mr. Meyer to adjourn the meeting at 11:39 a.m.
Upon roll call the vote was as follows:

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

Read, approved and signed this 9th day of October, 2024.

J. P. Dutton /s/ _____

Josh Meyer /s/ _____ COUNTY COMMISSIONERS

Commissioner Jerry Echemann – Absent

We, Josh Meyer and Bonnie Zuzak, Vice-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.

Josh Meyer /s/ _____ VICE-PRESIDENT

Bonnie Zuzak /s/ _____ CLERK