

The Board of Commissioners of Belmont County, Ohio, met this day in regular session. Present: Jerry Echemann, Vince Gianangeli 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. Gianangeli 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 \$5,736,973.82**

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF TRANSFERS WITHIN FUND**

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

**A00 GENERAL FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-0256-A014-A06.006 Group Liability	E-0257-A015-A15.074 Transfers Out	\$4,200,000.00

**Y91 EMPLOYER'S SHARE HOLDING ACCNT**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-9891-Y091-Y01.006 Hospitalization	E-9891-Y091-Y12.000 HAS Fund	\$408.39

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF TRANSFERS BETWEEN FUND**

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

**A00 GENERAL FUND AND Y91 EMPLOYER'S SHARE HOLDING ACCOUNT**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-0257-A015-A15.074 Transfers Out	R-9891-Y091-Y01.500 Hospitalization	\$4,200,000.00

**P05 WATER WORKS FUND AND N22 WWS CAPITAL IMPORVEMENT**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-3702-P005-P34.074 Transfers Out	R-9022-N022-N08.474 Transfers In	\$28,750.00

**P05 WATER WORKS FUND AND N88 REVENUE BOND SHORT LIVED FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
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 FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-3702-P005-P34.074 Transfers Out	R-9311-O011-O04.574 Transfers In	\$1,030.00

**P05 WATER WORKS FUND AND O62 USDA WATER BOND PAYMENT FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
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**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
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 PAYMENT FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-3705-P053-P16.074 Transfers Out	R-9200-O003-O08.574 Transfers In	\$29,167.00

**P53 SANITARY SEWER DISTRICT FUND AND O12 NEFFS BOND RETIREMENT FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-3705-P053-P16.074 Transfers Out	R-9312-O012-O05.574 Transfers In	\$2,848.00

**P53 SANITARY SEWER DISTRICT FUND AND O61 SEWER BOND RETIREMENT FUND**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>
E-3705-P053-P16.074 Transfers Out	R-9261-O061-O04.574	\$11,000.00

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF ADDITIONAL APPROPRIATIONS**

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

**\*FEBRUARY 2, 2026\***

**N91 BUILDING CONSTR. PROJECT FUND**

E-9091-N091-N05.011	Construction	\$1,122,430.94
E-9091-N091-N06.013	Contract Services	\$100,000.00

**\*FEBRUARY 17, 2026\***

**A00 GENERAL FUND**

E-0131-A006-A23.000	Background	\$248.00
E-0131-A006-A24.000	E-SORN	\$625.00
E-0131-A006-A20.000	False Alarm	\$750.00
E-0131-A006-A09.000	Medical	\$352.35
E-0131-A006-A07.000	Training	\$12,249.09
E-0131-A006-A32.000	Warrant Fee	\$536.11
E-0131-A006-A28.000	Shop with a Cop	\$3,850.00
E-0131-A006-A17.010	Cruisers	\$1,762.50
E-0131-A006-A26.000	K-9	\$1.00

**B00 DOG AND KENNEL FUND**

E-1600-B000-B02.002	Salaries-Employees	\$104,054.06
E-1600-B000-B03.010	Supplies	\$10,000.00
E-1600-B000-B07.000	Veterinary Services	\$72,364.26
E-1600-B000-B08.003	PERS	\$6,857.97
E-1600-B000-B11.000	Other Expenses	\$27,744.60
E-1600-B000-B13.006	Hospitalization Expenses	\$128,979.11
<b><u>E09 911 FUND</u></b>		
E-2209-E009-E01.011	Contract Services	\$34,733.84
<b><u>M78 TITLE IV-E REIMB</u></b>		
E-0400-M078-M05.000	Other Expenses	\$7,480.00
<b><u>S00 COMMISSARY FUND</u></b>		
E-5100-S000-S01.010	Commissary	\$9,072.45
<b><u>S01 CONCEALED HANDGUN LICENSE FUND</u></b>		
E-5101-A001-A06.000	CCW License	\$798.00
E-5101-S001-S07.012	CCW Equipment	\$1,118.00
<b><u>S12 PORT AUTHORITY</u></b>		
E-9799-S012-S07.000	Professional Services	\$9,313.12
<b><u>S30 OAKVIEW JUV REHABILITATION</u></b>		
E-8010-S030-S54.000	Food	\$6,253.46
<b><u>S32 OAKVIEW JUV-ACTIVITY FUND</u></b>		
E-8012-S032-S00.000	Activity Fund	\$622.27
<b><u>U10 SHERRIF'S RESERVE ACCOUNT</u></b>		
E-9710-U010-U06.000	Reserve	\$2,532.25

Upon roll call the vote was as follows:

Mr. Echemann Yes  
 Mr. Gianangeli Yes  
 Mr. Dutton Yes

**IN THE MATTER OF TRANSFER OF FUNDS FOR  
 HOSPITALIZATION CHARGEBACKS FOR FEBRUARY 2026**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to make the following transfer of funds for Hospitalization Chargebacks for the month of February 2026

<b>From:</b>		<b>To:</b>	
<b>NUMBER</b>	<b>ACCOUNT</b>	<b>NUMBER</b>	<b>AMOUNT</b>
E-0170-A006-G10.000	PUBLIC DEFENDER	R-9891-Y091-Y01.500	11,456.37
E-0181-A003-A11.000	BD OF ELECTIONS	R-9891-Y091-Y01.500	8,329.12
E-0910-S033-S47.006	DETENTION HOME	R-9891-Y091-Y01.500	26,788.06
E-1310-J000-J06.000	REAL ESTATE	R-9891-Y091-Y01.500	2,832.07
E-1510-W081-P07.006	DRETAC-PROSECUTOR	R-9891-Y091-Y01.500	810.86
E-1518-S075-S03.002	MHAS SUBSIDY GRANT	R-9891-Y091-Y01.500	810.86
E-1520-S077-S04.006	CORRECTIONS ACT	R-9891-Y091-Y01.500	2,137.41
E-1545-S055-S02.002	TARGETED COMM ALTERN	R-9891-Y091-Y01.500	5,085.68
E-1546-S056-S04.001	PROBATION SERVICE GRANT	R-9891-Y091-Y01.500	2,948.27
E-1600-B000-B13.006	DOG & KENNEL	R-9891-Y091-Y01.500	11,751.54
E-1600-B000-B13.006	D/K AUDITOR CLERK	R-9891-Y091-Y01.500	0.00
E-1810-L001-L14.000	SOIL CONSERVATION	R-9891-Y091-Y01.500	1,621.72
E-1815-L005-L15.006	WATERSHED COORD.	R-9891-Y091-Y01.500	2,137.41
E-2310-S049-S63.000	MENTAL HEALTH	R-9891-Y091-Y01.500	9,360.50
E-2410-S066-S80.000	BCBDD-MAIN FUND	R-9891-Y091-Y01.500	101,594.54
E-2510-H000-H16.006	HUMAN SERVICES	R-9891-Y091-Y01.500	101,746.71
E-2760-H010-H12.006	CHILD SUPPORT	R-9891-Y091-Y01.500	10,171.36
E-2811-K200-K10.006	K-1	R-9891-Y091-Y01.500	2,137.41
E-2811-K200-K10.006	K-2	R-9891-Y091-Y01.500	5,085.68
E-2812-K000-K20.006	K-11	R-9891-Y091-Y01.500	33,942.06
E-2813-K000-K39.006	K-25	R-9891-Y091-Y01.500	9,139.98
E-4110-T075-T52.008	WIC	R-9891-Y091-Y01.500	810.86
E-5005-S070-S06.006	SENIOR SERVICE PROG	R-9891-Y091-Y01.500	57,597.31
E-6010-S079-S07.006	CLRK OF COURTS	R-9891-Y091-Y01.500	6,191.71
E-1561-S086-S03.006	Northern Court-Special	R-9891-Y091-Y01.500	2,137.41
E-1571-S087-S03.006	Eastern Court - Special	R-9891-Y091-Y01.500	810.86

E-1551-S088-S03.006	Western Court-Special	R-9891-Y091-Y01.500	2,137.41
E-8010-S030-S68.006	OAKVIEW JUVENILE	R-9891-Y091-Y01.500	37,221.48
E-9799-S012-S02.006	Port Authority	R-9891-Y091-Y01.500	810.86

**WATER DEPARTMENT**

E-3702-P005-P31.000	WWS #3 Revenue	R-9891-Y091-Y01.500	51,409.35
E-3705-P053-P15.000	SSD #2 Revenue	R-9891-Y091-Y01.500	14,505.21

**COUNTY HEALTH**

E-2210-E001-E15.006	County Health	R-9891-Y091-Y01.500	4,643.52
E-2238-F090-F01.002	Public Health WorkForce (WF)	R-9891-Y091-Y01.500	364.89
E-2239-091-F01.002	Enhanced Operations (EO)	R-9891-Y091-Y01.500	0.00
E-2211-F069-F04.000	Trailer Park	R-9891-Y091-Y01.500	0.00
E-2227-F074-F06.000	Home Sewage Treatment Syst.	R-9891-Y091-Y01.500	2,465.20
E-2213-F075-F02.003	Vital Stats	R-9891-Y091-Y01.500	545.69
E-2231-F083-F01.002	Public Health Em Preparedness	R-9891-Y091-Y01.500	837.32
E-2232-F084-F02.008	Visiting Nurse	R-9891-Y091-Y01.500	1,759.95
E-2215-F077-F01.002	Reproductive Health & Wellness	R-9891-Y091-Y01.500	378.57
E-2241-F093-F07.002	Adolescent Health Resil (AH)	R-9891-Y091-Y01.500	0.00
E-2243-F095-F07.002	Body Art	R-9891-Y091-Y01.500	156.52
E-2236-F088-F01.002	Get Vaccinated Program	R-9891-Y091-Y01.500	0.00
E-2237-F089-F01.002	Integrated Naloxone Access/Infrat	R-9891-Y091-Y01.500	0.00
E-2218-G000-G06.003	Food Services	R-9891-Y091-Y01.500	3,450.22
E-2219-N050-N05.000	Water Systems	R-9891-Y091-Y01.500	139.47
E-2220-P070-P01.002	Swimming Pools/Spa	R-9891-Y091-Y01.500	0.00

**JUV COURT/GRANTS**

E-0400-M067-M05.008	Alternative School	R-9891-Y091-Y01.500	1,621.72
E-0400-M060-M29.008	Care & Custody (C-Cap)	R-9891-Y091-Y01.500	2,137.41
E-400-M075-M04.000	Placement II	R-9891-Y091-Y01.500	0.00
E-0400-M078-M02.008	Title IV-E Reimbursement	R-9891-Y091-Y01.500	0.00
		<b>TOTALS</b>	<b>542,020.55</b>

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF TRANSFER OF FUNDS FOR THE VISION**

**CHARGEBACKS FOR THE MONTHS OF JANUARY 2026**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to make the following transfer of funds for the Vision Chargebacks for the months of January 2026

	<b>FROM</b>	<b>TO</b>	<b>TOTAL</b>
GENERAL	E-0256-A014-A11.006	R-9891-Y091-Y06.500	2,932.53
PUBLIC DEFENDER	E-0170-A006-G10.000	R-9891-Y091-Y06.500	81.39
BD OF ELECTIONS	E-0181-A003-A11.000	R-9891-Y091-Y06.500	59.88
	<b>GRANTS/JUVENILE COURT</b>		
CARE & CUSTODY (C-CAP) JUV.CT	E-0400-M060-M29.008	R-9891-Y091-Y06.500	14.76
ALTERNATIVE SCHOOL/JUV. CT	E-0400-M067-M05.008	R-9891-Y091-Y06.500	22.35
TITLE IV-E/RANDOM MOMENTS	E-0400-M078-M02.008	R-9891-Y091-Y06.500	0.00

DIST DETENTION HOME	E-0910-S033-S47.006	R-9891-Y091-Y06.500	194.01
REAL ESTATE ASSESSMENT	E-1310-J000-J06.000	R-9891-Y091-Y06.500	37.11
MHAS SUBSIDY GRANT	E-1518-S075-S03.002	R-9891-Y091-Y06.500	7.59
CORRECTIONS ACT GRANT	E-1520-S077-S04.006	R-9891-Y091-Y06.500	14.76
TARGETED COMM ALTERN TO PR	E-1545-S055-S02.002	R-9891-Y091-Y06.500	44.28
PROBATION SERV. GRANT	E-1546-S056-S04.001	R-9891-Y091-Y06.500	29.52
WESTERN-SPEC. PROJ.	E-1551-S088-S03.006	R-9891-Y091-Y06.500	14.76
NORTHERN-SPEC. PROJ.	E-1561-S086-S03.006	R-9891-Y091-Y06.500	14.76
EASTERN SPEC. PROJ.	E-1571-S087-S03.006	R-9891-Y091-Y06.500	0.00
DOG & KENNEL	E-1600-B000-B13.006	R-9891-Y091-Y06.500	111.33
SOIL CONSERVATION	E-1810-L001-L14.000	R-9891-Y091-Y06.500	29.94
WATERSHED COORD.	E-1815-L005-L15.006	R-9891-Y091-Y06.500	14.76
<b>COUNTY HEALTH DEPT</b>			
County Health	E-2210-E001-E15.006	R-9891-Y091-Y06.500	46.23
Trailer Parks	E-2211-F069-F04.000	R-9891-Y091-Y06.500	0.00
Public Health Workforce	E-2238-F090-F01.002	R-9891-Y091-Y06.500	3.42
Get Vaccinated	E-2236-F088-F01.002	R-9891-Y091-Y06.500	0.00
Integrated Naloxone Access	E-2237-F089-F01.002	R-9891-Y091-Y06.500	7.38
Public Health Emerg. Prep.	E-2231-F083-F01.002	R-9891-Y091-Y06.500	6.70
Reproductive Health & Wellness	E-2215-F077-F01.002	R-9891-Y091-Y06.500	18.43
Home Sewage Treatment System	E-2227-F074-F06.000	R-9891-Y091-Y06.500	14.44
Nursing Fund	E-2232-F084-F02.008	R-9891-Y091-Y06.500	11.97
Vital Statistics	E-2213-F075-F02.003	R-9891-Y091-Y06.500	2.88
Food Service	E-2218-G000-G06.003	R-9891-Y091-Y06.500	20.29
Water Systems	E-2219-N050-N05.000	R-9891-Y091-Y06.500	1.71
Pools/Spas	E-2220-P070-P01.002	R-9891-Y091-Y06.500	0.00
Enhanced Operations	E-2239-F091-F01.002	R-9891-Y091-Y06.500	0.00
Adolescent Health Resiliency (AH)	E-2241-F093-F07.002	R-9891-Y091-Y07.500	7.38
Body Art	E-2243-F095-F07.002	R-9891-Y091-Y07.500	0.44
MENTAL HEALTH	E-2310-S049-S63.000	R-9891-Y091-Y06.500	66.63
DEPT OF DD 2410/2420	E-2410-S066-S70.011	R-9891-Y091-Y06.500	852.69
HUMAN SERVICES	E-2510-H000-H16.006	R-9891-Y091-Y06.500	229.41
CSEA	E-2760-H010-H12.006	R-9891-Y091-Y06.500	29.52
K-1	E-2811-K200-K10.006	R-9891-Y091-Y06.500	14.76
K-2	E-2811-K200-K10.006	R-9891-Y091-Y06.500	59.04
K-11	E-2812-K000-K20.006	R-9891-Y091-Y06.500	274.95
K-25	E-2813-K000-K39.006	R-9891-Y091-Y06.500	118.50
<b>WATER/SEWER DEPT</b>			
W.W.S. #3	E-3702-P005-P31.000	R-9891-Y091-Y06.500	407.87
S.S.D. #2	E-3705-P053-P15.000	R-9891-Y091-Y06.500	111.25
WIC	E-4110-T075-T52.008	R-9891-Y091-Y06.500	37.11
SENIOR SERVICES PROGRAM	E-5005-S070-S06.006	R-9891-Y091-Y06.500	557.91
CLERK OF COURTS	E-6010-S079-S07.006	R-9891-Y091-Y06.500	67.05
OAKVIEW JUVENILE	E-8010-S030-S68.006	R-9891-Y091-Y06.500	349.59
DRETAC-PROS ATTY	E-1510-W081-P07.006	R-9891-Y091-Y06.500	14.76
PORT AUTHORITY	E-9799-S012-S02.006	R-9891-Y091-Y06.500	7.59
<b>TOTAL</b>			<b>6,963.63</b>

Upon roll call the vote was as follows:

Mr. Echemann                      Yes

Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF TRANSFER OF FUNDS FOR**  
**THE DELTA DENTAL CHARGEBACKS FOR**  
**THE MONTHS OF JANUARY 2026**

Motion made by Mr. Echemann , seconded by Mr. Gianangeli to make the following transfer of funds for the Delta Dental Chargebacks for the months of January 2026

	<b>FROM</b>	<b>TO</b>	<b>TOTAL</b>
GENERAL	E-0256-A014-A12.006	R-9891-Y091-Y07.500	9,734.49
PUBLIC DEFENDER	E-0170-A006-G10.000	R-9891-Y091-Y07.500	285.97
BD OF ELECTIONS	E-0181-A003-A11.000	R-9891-Y091-Y07.500	184.66
<b>GRANT / JUVENILE COURT</b>			
CARE & CUSTODY (C-CAP) JUV	E-0400-M060-M29.008	R-9891-Y091-Y07.500	53.29
ALTERNATIVE/JUV. CT.	E-0400-M067-M05.008	R-9891-Y091-Y07.500	72.81
TITLE IV-E/RANDOM MOMENTS	E-0400-M078-M02.008	R-9891-Y091-Y07.500	0.00
DIST DETENTION HOME	E-0910-S033-S47.006	R-9891-Y091-Y07.500	655.29
REAL ESTATE ASSESSMENT	E-1310-J000-J06.000	R-9891-Y091-Y07.500	126.10
MHAS SUBSIDY GRANT	E-1518-S075-S03.002	R-9891-Y091-Y07.500	19.52
CORRECTIONS ACT GRANT	E-1520-S077-S04.006	R-9891-Y091-Y07.500	53.29
PROBATION SERV. GRANT	E-1546-S056-S04.001	R-9891-Y091-Y07.500	106.58
TARGETED COMM ALTERN TO P	E-1545-S055-S02.002	R-9891-Y091-Y07.500	159.87
WESTERN -SPEC PROJ	E-1551-S088-S03.006	R-9891-Y091-Y07.500	53.29
NORTHERN-SPEC PROJ	E-1561-S086-S03.006	R-9891-Y091-Y07.500	53.29
EASTERN-SPEC PROJ	E-1571-S087-S03.006	R-9891-Y091-Y07.500	19.52
DOG & KENNEL	E-1600-B000-B13.006	R-9891-Y091-Y07.500	431.59
SOIL CONSERVATION	E-1810-L001-L14.000	R-9891-Y091-Y07.500	92.33
WATERSHED COORD.	E-1815-L005-L15.006	R-9891-Y091-Y07.500	53.29
County Health	E-2210-E001-E15.006	R-9891-Y091-Y07.500	158.15
Trailer Parks	E-2211-F069-F04.000	R-9891-Y091-Y07.500	0.00
Public Health Workforce (WF)	E-2238-F090-F01.002	R-9891-Y091-Y07.500	8.78
Get Vaccinated	E-2236-F088-F01.002	R-9891-Y091-Y07.500	0.00
Integrated Naloxone Access	E-2237-F089-F01.002	R-9891-Y091-Y07.500	0.00
Public Health Em. Prep.	E-2231-F083-F01.002	R-9891-Y091-Y07.500	21.03
Reproductive Health & Wellness	E-2215-F077-F01.002	R-9891-Y091-Y07.500	65.48
Home Sewage Treatment System	E-2227-F074-F06.000	R-9891-Y091-Y07.500	50.28
Nursing Fund	E-2232-F084-F02.008	R-9891-Y091-Y07.500	40.62
Vital Statistics	E-2213-F075-F02.003	R-9891-Y091-Y07.500	9.22
Food Service	E-2218-G000-G06.003	R-9891-Y091-Y07.500	56.77
Water Systems	E-2219-N050-N05.000	R-9891-Y091-Y07.500	5.74
Pools/Spas	E-2220-P070-P01.002	R-9891-Y091-Y07.500	0.00
Enhanced Operations	E-0039-F091-F01.002	R-9891-Y091-Y07.500	0.00
Adolescent Health Resiliency (AH)	E-2241-F093-F07.002	R-9891-Y091-Y07.500	0.00
Body Art	E-2243-F095-F07.002	R-9891-Y091-Y07.500	1.27
MENTAL HEALTH	E-2310-S049-S63.000	R-9891-Y091-Y07.500	232.68
DEPT OF DD 2410/2420	E-2410-S066-S80.000	R-9891-Y091-Y07.500	2,822.22
HUMAN SERVICES	E-2510-H000-H16.006	R-9891-Y091-Y07.500	804.62
CSEA	E-2760-H010-H12.006	R-9891-Y091-Y07.500	106.58

K-1	E-2811-K200-K10.006	R-9891-Y091-Y07.500	53.29
K-2	E-2811-K200-K10.006	R-9891-Y091-Y07.500	159.87
K-11	E-2812-K000-K20.006	R-9891-Y091-Y07.500	106.58
K-25	E-2813-K000-K39.006	R-9891-Y091-Y07.500	53.29

**WATER/SEWER DEPT**

W.W.S. #3	E-3702-P005-P31.000	R-9891-Y091-Y07.500	1,508.98
S.S.D. #2	E-3705-P053-P15.000	R-9891-Y091-Y07.500	323.96
WIC	E-4110-T075-T52.008	R-9891-Y091-Y07.500	126.11
SENIOR SERVICES PROGRAM	E-5005-S070-S06.006	R-9891-Y091-Y07.500	1,868.27
CLERK OF COURTS	E-6010-S079-S07.006	R-9891-Y091-Y07.500	252.20
OAKVIEW JUVENILE	E-8010-S030-S68.006	R-9891-Y091-Y07.500	1,179.22
DRETAC-PROS ATTY	E-1510-W081-P07.006	R-9891-Y091-Y07.500	126.10
PORT AUTHORITY	E-9799-S012-S02.006	R-9891-Y091-Y07.500	19.52
<b>TOTALS</b>		<b>R-9891-Y091-Y07.500</b>	<b>22,316.01</b>

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF TRANSFER OF FUNDS**

**FOR HSA CHARGEBACKS/JANUARY 2026**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to make the following transfer of funds for HSA Chargebacks for January 2026

HSA CHARGEBACKS		MONTHLY CHARGEBACKS	
From:		To:	
NUMBER	ACCOUNT	NUMBER	AMOUNT
E-2410-S066-S80.000	BCBDD-MAIN FUND	R-9891-Y091-Y12.500	263.47
E-2812-K000-K20.006	ENGINEER	R-9891-Y091-Y12.500	191.01
E-2510-H000-H01.002	JOB AND FAMILY	R-9891-Y091-Y12.500	72.46
E-5005-S070-S06.006	SENIOR SERVICES	R-9891-Y091-Y12.500	72.46
E-3702-P005-P31.000	WWS#3	R-9891-Y091-Y12.500	217.38
		<b>TOTALS</b>	<b>816.78</b>

Upon roll call the vote was as follows:

Mr. Dutton	Yes
Mr. Echemann	Yes
Mr. Gianangeli	Yes

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

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to execute payment of Then and Now Certification dated February 18, 2026, 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. Gianangeli	Yes
Mr. Dutton	Yes

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

Motion made by Mr. Echemann, seconded by Mr. Gianangeli granting permission for county employees to travel as follows: **COMMISSIONERS**-Commissioners Jerry Echemann, Vince Gianangeli and J. P. Dutton to New Martinsville, WV, on February 19, 2026, to attend the Belomar Quarterly Regional Council meeting. **SSOBC**-Lisa Kazmirski to Newark, OH, on March 11-March 12, 2026 to attend the Ohio Association of Senior Centers annual conference. Estimated expenses: \$499.00.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

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

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the minutes of the Belmont County Board of Commissioners regular meeting of February 11, 2026.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF HIRING HESTON SHAVER AS FULL-TIME WASTEWATER PLANT OPERATOR IN TRAINING/WATER & SEWER DISTRICT**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the hire of Heston Shaver, full-time Wastewater Plant Operator in Training at Belmont County Water and Sewer District, effective February 23, 2026.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF HIRING MARY SCHRAMM AS PART-TIME CENTER ASSISTANT/SOBC**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the hire of Mary Schramm, part-time Center Assistant at Senior Services of Belmont County, effective February 23, 2026.

*Note: This is a replacement position.*

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF ACCEPTING THE RETIREMENT OF DONNA COTTAGE, FULL-TIME CLERK/NORTHERN DIVISION COURT**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the retirement of Donna Cottage, full-time Clerk at Belmont County Northern Division Court, effective April 30, 2026.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF ACCEPTING THE RETIREMENT OF COLLEEN IVAN, FULL-TIME DEPUTY CLERK/NORTHERN DIVISION COURT**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the retirement of Colleen Ivan, full-time Deputy Clerk at Belmont County Northern Division Court, effective April 30, 2026.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF APPROVING THE PURCHASE OF ONE 2026 RMA PROMASTER 3500 VAN/ANIMAL SHELTER**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the purchase of one 2026 RMA ProMaster 3500 van, from Thomas Auto Center for a total cost of \$53,793.00 for the Belmont County Animal Shelter.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF RESCINDING MOTION MADE ON FEBRUARY 11, 2026, AUTHORIZING CLERK OF THE BOARD TO ESTABLISH DATE AND TIME FOR SUBDIVISION HEARING IN REGARDS TO THE DEDICATION PLAT FOR CRICKETT DRIVE SUBDIVISION AND ROAD (PRIVATE)**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to rescind the motion made on February 11, 2026, authorizing the Clerk of the Board to establish a date and time for the Subdivision Hearing in regards to the dedication plat for Cricket Drive Subdivision and Road (Private), Somerset Township, Section 23, T-7, R-6 and Section 29, T-7, R-6 pursuant to the Ohio Revised Code Section 711.05 and proceed with the required notifications.

*Note: A road use maintenance agreement is needed before moving forward.*

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF APPROVING THE LETTER RELEASING OHIO GATHERING COMPANY FROM THE ROAD USE MAINTENANCE AGREEMENT (RUMA) DATED OCTOBER 30, 2019**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve and sign the letter releasing Ohio Gathering Company from the Road Use Maintenance Agreement (RUMA) dated October 30, 2019, for the use of 1.60 miles of CR-6 (Sharon Road) and 1.10 miles of CR-14 (Farmington Road), based upon the recommendation of Terry Lively, Belmont County Engineer.

*Note: They no longer need to use the roadway for pipeline activity; the roads have been inspected and found to be in acceptable condition.*

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

February 18, 2026

**IN THE MATTER OF ENTERING INTO A ROADWAY USE MAINTENANCE  
WITH BLUE RACER MIDSTREAM, LLC**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to enter into a **Roadway Use Maintenance Agreement** with Blue Racer Midstream, LLC, effective February 18, 2026, for pipeline activity at 1.41 miles of CR 120 (Douglas Road) for the Withey Well Connect.

*Note: County-wide Bond No. 238281 for \$2,000,000 is on file.*

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**BELMONT COUNTY**  
**ROADWAY USE AND MAINTENANCE AGREEMENT**  
**FOR PIPELINE PROJECTS AND INFRASTRUCTURE**

**THIS AGREEMENT** is entered into at St. Clairsville, Ohio, by and between **THE BELMONT COUNTY COMMISSIONERS**, a political subdivision, whose mailing address is 101 W. Main St., Courthouse, St. Clairsville, Ohio 43950 (hereafter "Authority"), and

**Blue Racer Midstream, L.L.C.**

Operator Name, whose address is,

**5949 Sherry Lane, Suite 1700, Dallas, Texas 75225**

Operator Address

(Hereafter "Operator"), and shall be as follows:

**RECITALS**

**WHEREAS**, Authority has control of the several county/township roads within

<input type="checkbox"/> Colerain Township	<input type="checkbox"/> Flushing Township	<input type="checkbox"/> Goshen Township
<input type="checkbox"/> Kirkwood Township	<input type="checkbox"/> Mead Township	<input type="checkbox"/> Pease Township
<input type="checkbox"/> Pultney Township	<input type="checkbox"/> Richland Township	<input type="checkbox"/> Smith Township
<input type="checkbox"/> Somerset Township	<input type="checkbox"/> Union Township	<input checked="" type="checkbox"/> Warren Township
<input type="checkbox"/> Washington Township	<input type="checkbox"/> Wayne Township	<input type="checkbox"/> Wheeling Township
<input type="checkbox"/> York Township		

in Belmont County, Ohio and is required by law to keep such roads in good repair; and

**WHEREAS**, Operator is the operator of certain oil and gas leasehold, and intends to develop and operate the **WITHEY WELL CONNECT**, including the equipment, facilities, impoundments, and pipelines necessary for the operation of the **WITHEY WELL CONNECT** (hereafter collectively referred to as "oil and gas development site") located in Belmont County, Ohio; and

**WHEREAS**, Operator intends to commence use of **1.41** miles of **CR-120 DOUGLAS ROAD** for the purpose of ingress to and egress from the **WITHEY WELL CONNECT**, for traffic necessary for the purpose of constructing sites and pipeline horizontal oil and gas wells, and completion operations at the **WITHEY WELL CONNECT** (hereinafter referred to collectively as "Pipeline Activity"); and

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**WHEREAS**, the Authority and Operator desire to enter into an agreement, providing for the repair and maintenance of said roads and bridges thereon as a result of such Pipeline Activity; and

**WHEREAS**, if any county or township roads contemplated herein contain any railroad crossings, Section 4 below shall apply;

**NOW THEREFORE**, in consideration of the good faith performance by each party of the mutual covenants hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Operator agrees to the maintenance and repair of said roads and bridges, to their pre-Pipeline Activity condition or as modified pursuant to Appendix A, thereon for any damages thereto, as a result of Pipeline Activity related to such sites.

**FURTHER**, Operator shall also provide for the strengthening and upgrading of the roads and bridges if mutually agreed to be necessary for the Pipeline Activity, prior to the start of Pipeline Activity. The areas and structures required to be strengthened and/or upgraded shall be determined by an engineer provided by the Operator with the approval of the County Engineer to be provided within thirty (30) days of a written request submitted by the Operator. Operator's engineer shall provide a written report to the County detailing the condition of the roads and appurtenances covered under this Agreement along with any recommendations, if necessary.

**BOTH PARTIES FURTHER AGREE** to the following additional terms and conditions:

1. The portion of **CR-120 DOUGLAS ROAD**, to be utilized by Operator hereunder, is that exclusive portion beginning at **THE INTERSECTION WITH STATE ROUTE 147**. It is understood and agreed that the Operator shall not utilize any of the remainder of **CR-120 DOUGLAS ROAD** for any of its Pipeline Activities hereunder.
2. The portion of **CR-120 DOUGLAS ROAD** to be utilized by Operator hereunder, is that exclusive portion ending at **THE INTERSECTION WITH TR-156 TRACK ROCK ROAD** wherein Operator's site is to be constructed herein. It is understood and agreed that the Operator shall not utilize any of the remainder of **CR-120 DOUGLAS ROAD**, for any of its Pipeline Activities hereunder.
3. Those portions of said roads and bridges and their appurtenances to be used by Operator hereunder and mutually agreed to require necessary strengthening and/or upgrading by the Operator's Engineer in conjunction with the County Engineer, shall be strengthened and/or upgraded to a condition sufficient and adequate to sustain the anticipated Pipeline Activity by Operator, at Operator's sole expense, and with the advice and approval of the County Engineer as detailed in Appendix A. Thereafter, such roads shall be maintained by Operator for damages caused by Operator's Pipeline Activity, at Operator's sole expense, throughout the term of this Agreement, to a level consistent with the condition of such roads at the commencement of its use by the Operator hereunder or as modified pursuant to Appendix A, as determined by the Operator's engineer and the Belmont County Engineer. The maintenance of aforementioned roads includes the use of a commercially recognized dust palliative to control the airborne dust created and/or contributed to by the Operator or the Operator's contractors and or agents.
4. The Operator shall give notice to the railroad at least thirty (30) days prior to any known Pipeline Activity utilizing a railroad crossing so that a joint inspection can determine the condition of the crossing. Additionally, the Operator shall coordinate all work needed to be performed at a railroad crossing with the railroad company at least thirty (30) days prior to starting work on a railroad crossing. If the railroad company fails to respond to the Operator's notice of work needing to be performed at a railroad crossing within thirty (30) days of receipt of such notice, then the railroad waives all rights it has under this agreement with respect to the work specified in the notice. Work performed at a railroad crossing may include a separate agreement at the railroad's discretion. The Authority shall not be liable for any incidents arising out of or related to work performed at any railroad crossing

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pursuant to this Agreement or any separate Agreement between the Operator and the railroad company, or lack of notification by Operator.

5. Either the Operator or the Authority may terminate this Agreement with just cause following at least thirty (30) days written notice to the other of its intent to terminate. As soon as possible after receipt of such notice, the Authority and the Operator shall inspect said roads and bridges and their appurtenances. Following final inspection, the parties shall meet, and all restoration resulting from Operator's Pipeline Activity shall be identified and thereafter completed by the Operator to insure the roads are at least returned to the condition they were in prior to the Operator's use for its Pipeline Activity, at Operator's sole expense. Following completion of all restoration work, this Agreement shall be terminated and of no further force or effect.

6. Unless excepted for the reasons provided below, prior to the Pipeline Activity on the designated Route, Operator shall post a bond or other surety in a form satisfactory to the Authority to cover the costs of any damage caused by the Pipeline Activity on the Route by Operator. The amount of the bond or surety shall be considered to be included in the County-wide Bond on file at the County, as described in Appendix A. However, no such bond or surety shall be required of Operator, if any of the following conditions are satisfied:

- a. A geotechnical analysis of the route provided by the Operator and mutually accepted by the Authority and Operator exhibits that the route's condition is sufficient for the expected traffic necessary for the development of the oil and gas development site.
- b. The Operator provides a geotechnical analysis of the route, mutually accepted by the Authority and Operator, and based on that analysis, an Operator and Authority-approved maintenance plan for the route or an Operator and Authority-approved preventative repair plan of the route is attached to the Agreement as an addendum.
- c. The Operator has provided a sufficient bond or surety accepted by the Authority and Operator, in favor of the Authority for road usage by the Operator within the Authority's oversight.

7. All motor vehicles to be utilized by Operator hereunder, whether owned by Operator or others, shall comply with all legal size, load, and weight limits in accordance with State Law, and all non-conforming vehicles shall require the proper local permit.

8. Operator shall furnish the Authority with a written Letter of Authority, setting forth all necessary contact information, including a twenty-four (24) hour emergency contact number, for the authorized local representative of the Operator, and such information shall be maintained and kept current at all times concerned hereunder.

9. If the Authority determines that any additional traffic signage is needed, or desired, as a result of this Agreement and in the interests of safety, then Operator shall provide for such signage at Operator's sole expense. In the event that any other safety concerns should arise during the course of this Agreement, Operator and Authority agree that they will mutually discuss such concerns and reach a resolution satisfactory to all concerned.

10. Operator acknowledges that pursuant to Ohio Attorney General Opinion 2012-029 issued on September 19, 2012, the County is required to comply with Revised Code 4115.03-.16 when the total overall project cost to the Operator is fairly estimated to be more than the amount prescribed in Ohio Revised Code Section 4115.03 (B)(4). The Operator further acknowledges that at the time any necessary road maintenance or repairs are required, the estimated costs and actual cost of such work to be performed pursuant to this agreement will be solely within the knowledge of Operator since Operator is responsible for paying 100% of said cost. Therefore, Operator hereby agrees that Operator will take all measures to ensure compliance with Ohio's Prevailing Wage Laws.

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11. Operator shall protect, save, indemnify, and hold the Authority, its officials, agents and employees harmless from any liability, claims, damages, penalties, charges, or costs including reasonable attorney's fees which may arise or be claimed as a result of any violations of any laws or ordinances, or any loss, damage or expense, including injury or death to any person, from any cause or causes from Operator's use of the roads pursuant to this Agreement
12. Operator assumes all liability for subcontractors and or agents working on Operator's behalf.
13. This Agreement shall be binding upon Operator and Authority, and their respective successors and assigns.
14. In any event that any clause, provision, or remedy in this Agreement shall, for any reason, be deemed invalid or unenforceable, the remaining clauses and provisions shall not be affected, impaired, or invalidated and shall remain in full force and effect.
15. Agreement shall be governed by the laws of the State of Ohio.
16. This Agreement shall be in effect on FEB. 18, 2026.

Effective Date Determined by Belmont County Commissioners

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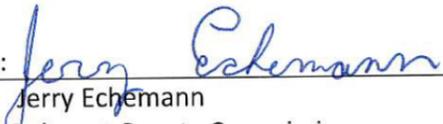
Executed in duplicate on the dates set forth below for **WITHEY WELL CONNECT**.

**Authority**

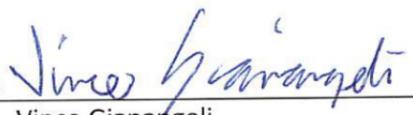
**Operator**

By:   
J. P. Dutton  
Belmont County Commissioner

By: DocuSigned by:  
Scott Hrivnak  
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By:   
Jerry Echemann  
Belmont County Commissioner

Printed name: Scott Hrivnak

By:   
Vince Gianangeli  
Belmont County Commissioner

Company Name: Blue Racer Midstream, LLC

By:   
Terry D. Lively, P.S., P.E.  
Belmont County Engineer

Title: Engineer III – Permitting & Roads

Dated: 2-18-26

Dated: 02-02-2026

  
Approved as to Form:  
Jacob A. Manning   
Belmont County Assistant Prosecutor

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**SEPARATE INSTRUMENT FOR JACKELYN NICOLE HIBBITTS/BELOMAR**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve and sign the **Satisfaction of Mortgage By Separate Instrument** for Jackelyn Nicole Hibbitts, for a mortgage deed dated February 23, 2017, as recorded in Volume 669 pages 233-235 in the Belmont County Recorder’s Office, based upon the recommendation of Natalie Hamilton, Belomar Regional Council.

**SATISFACTION OF MORTGAGE BY SEPARATE INSTRUMENT**

The undersigned hereby certifies that a certain mortgage deed(s) dated February 23, 2017, and recorded in the Office of the Recorder of Belmont County, Ohio in Mortgage Volume 669 at pages 233-235 and executed by Jackelyn Nicole Hibbitts to the undersigned, has been fully paid and satisfied and the Recorder is authorized to discharge the same of record property:

2/18/2026

Belmont County Commissioners:

Date

By:

Jerry Echemann /s/

Jerry Echemann, President

Vince Gianangeli /s/

Vince Gianangeli, Vice-President

J. P. Dutton /s/

J. P. Dutton

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF ADOPTING A RESOLUTION AUTHORIZING THE DIRECTOR OF THE BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES TO ESTABLISH AND MAINTAIN BANK ACCOUNTS FOR CHILDREN IN THE CUSTODY OF THE AGENCY**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to adopt a resolution authorizing the Director of the Belmont County Department of Job and Family Services to establish and maintain bank accounts for children in the custody of the agency.

WHEREAS, pursuant to Chapter 5153 of the Ohio Revised Code, the Public Children Services Agency (“PCSA”), a division of Belmont County Job and Family Services, is authorized to receive and provide care, supervision, and custody for children as ordered by the Juvenile Court; and

WHEREAS, children committed to the custody of the PCSA may be entitled to or receive funds including, but not limited to, Social Security benefits, survivor benefits, gifts, inheritances, or other monetary resources for the benefit of the child; and

WHEREAS, Ohio law permits these funds to be used to offset the cost of care with funds exceeding the cost of care to be safeguarded and used solely for the benefit of the child for whom they are received; and

WHEREAS, the Board of County Commissioners of Belmont County desires to authorize the Director of the PCSA to establish individual bank accounts to properly receive, hold, manage, and disburse funds belonging to children in the legal custody of the agency, consistent with applicable law, court orders, and county fiscal controls;

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

1. The Director of the Public Children Services Agency (“PCSA”), a division of Belmont County Job and Family Services, is hereby authorized to establish, maintain, and close individual bank accounts for children who are in the legal custody of the PCSA, when such accounts are determined to be in the best interest of the child.
2. Bank accounts established pursuant to this resolution shall be used in compliance with applicable provisions of the Ohio Revised Code, federal law, juvenile court orders, and PCSA policies, including but not limited to requirements governing representative payee responsibilities and fiduciary duties.
3. The Director is authorized to execute all documents required by financial institutions to establish and manage such accounts, including signature cards and related banking agreements, subject to applicable county fiscal policies and internal control procedures.
4. Funds deposited into accounts established under this resolution shall not be commingled with funds belonging to other children and shall be subject to appropriate accounting, documentation, audit, and oversight requirements in coordination with the County Auditor.
5. The Director shall ensure that the use and disposition of funds in such accounts are documented in the child’s case record and are used in a manner that promotes the child’s health, safety, permanency, and well-being.
6. This resolution shall take effect immediately upon its adoption.

Adopted this 18th day of February, 2026.

BOARD OF COUNTY COMMISSIONERS

Jerry Echemann /s/

2/18/26

Jerry Echemann, President

Date

Vince Gianangeli /s/

2/18/26

Vince Gianangeli, Vice President

Date

J. P. Dutton /s/

2/18/26

J. P. Dutton, Commissioner

Date

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

Jeff Felton, DJFS Director, said there has been a focus on conserving benefits that goes directly to the kids, rather than offset the cost of the children in foster care. He said, “We can still use them to offset the cost of care, but anything that exceeds the cost of care, has to be set up in a separate bank account. In the past, we have done that through the treasurer’s office and the auditor’s office. Given recent discussion, our treasurer prefers that we set up separate bank accounts. We had the option of either looking locally, and we met with Belmont Savings Bank, and they’ve been very, very cooperative, and willing to work with us.” Mr. Felton added if the child returns home the money goes with them.

**IN THE MATTER OF ADOPTING THE REVISED JOB DESCRIPTION FOR FAMILY AND CHILDREN FIRST COORDINATOR AT BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the revised job description of Family Children First Council Coordinator for Belmont County Department of Job and Family Services.

**BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES**

**Job Description**  
**JOB TITLE: Family Children First Council Coordinator**

**Class Number:** \_\_\_\_\_ **Dept:** Children/Social Services  
**Employee Name:** Stacie Brown **PCN:**  
**Supervisor:** Social Services Administrator

**Summary**

This is a multi-faceted position that requires the employee to multi-task and work in collaboration with multiple agencies and internal employees. The position combines leadership, coordination, and direct services responsibilities across child and family serving systems in Belmont and Harrison Counties. The position serves as the Family Children Services Administrator and Coordinator in Belmont and Harrison Counties, Coordinator of Social Services functions with the Belmont County Children Services staff, and community liaison for both counties.

**Essential Duties and Responsibilities** include the following. Other duties may be assigned.

30-40% - FCFC Administrator – responsibilities include the full implementation, oversight, and strategic management of the FCFC activities in both counties in compliance with ORC 121.37, coordination of council activities, leadership and collaboration. Employee schedules, coordinates, and facilitates all general council meetings, executive committee meetings, and subcommittee meetings. Duties include the preparation of the agenda, minutes, budgets and progress reports. Oversees all grants and funding allocations including but not limited to the Operational Capacity Building Funds (OCBF), Family Centered Support Services (FCSS), Multi-System Youth (MSY), and pooled funding sources. Prepares and monitors memorandum of understanding (MOU) and manage invoicing for pool funds and annual agency contributions. Serves as the liaison with the Ohio Family Children First Council (OFCFC) state office and officials, attends regional and state meetings, conferences, and trainings. Coordinates council public relations, outreach and stakeholder engagement. Develop and monitor the council's budget in coordination with the administrative agent. Maintain documentation in OASCIS including demographics, plans of care, and MSY expenses. Prepares and submits annual reports, strategic updates, and documentation of outcomes. Prepares, revises, and reviews the council by-laws annually with the council.

30-40% - FCFC Service Coordination (Belmont County) – Facilitates service coordination using the high-fidelity wraparound model. Chair the MSY committee and facilitate monthly case review meetings. Develops and monitors plans of care, safety plans, and crisis plans in partnership with families, service providers, and children services staff. Maintains regular contact with assigned families and document case activity in accordance with the county service coordination mechanism. Complete and submit monthly MSY grant applications and monthly follow-up reports to the Ohio Department of Medicaid. Attend and document Cluster (Multi-System Coordination) meetings, provide summaries and updates for youth in service coordination. Conduct and maintain certification in CANS assessments, completes trauma-informed biographical timelines as needed. Identify gaps in service and propose actionable solutions to improve outcomes. Attend regular supervision and contribute to the development of FCFC and Cluster meeting agendas.

30-40% - Social Services Support Functions – Attends family team meetings and facilitate cross-agency planning sessions for children and families involved with children services. Serves as the liaison between children services and community partners during case planning and review. Support direct children's services case work functions as needed through completion of CANS assessments and development of trauma-informed biographical timelines. Participate in transition planning for children and families. Processes and documents Prevention, Retention, and Contingency (PRC) applications for emergency and support services, completes and follows up on Cluster referrals to connect families with the needed system supports, and receives and processes voucher requests for services and resources related to family stabilization and case plan needs.

0-10% - Maintains organized and confidential case files and ensures proper documentation in compliance with agency policies. Recruit and support family representatives to participate in council activities. Maintain and update the Service Coordination Mechanism Plan. Assist with the annual review of community services and the council's annual report. Attend administrative agent staff meetings and participate in agency events as required. Perform other duties as assigned by the FCFC Executive Committee and/or the Administrative Agent.

**Supervisory Responsibilities:** None

**Qualification Requirements**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience**

Bachelor's degree (B.A) from four-year college or university in social work, psychology, public administration, or closely related field and minimum of three (3) years of related professional experience to essential functions. Experience working with children and families. Knowledge and understanding of Belmont and Harrison County's human services community and resources. Excellent written and verbal communication skills. Ability to travel in-state for required meetings, training, and conferences that may require overnight stays, experience facilitating cross-system committees to produce consensus on priorities and plans to address those priorities, and proficiency in computer technology including but not limited to Microsoft Office Suite.

**Language Skills**

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, and/or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from supervisors, council members, clients, and the public.

**Mathematical Skills**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

**Reasoning Ability**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**Certificates, Licenses, and Registrations**

The employee must possess a valid Ohio Driver's License. The employee will be required to obtain and maintain the CANS assessment certification and the Trauma-Informed Biographical Timeline certification.

**Other Skills and Abilities**

The employee must be able to work with clients in a positive manner in difficult situations. Must be prompt, accurate, and accountable. Reliable, consistent and punctual attendance is a requirement and essential function of this position.

**Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and taste or smell. The employee frequently is required to sit. The employee is occasionally required to stand; walk; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Home visits may be required.

Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

**IN THE MATTER OF APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE BELMONT COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES, THE BELMONT COUNTY FAMILY CHILDREN FIRST COUNCIL, THE HARRISON COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES AND THE HARRISON COUNTY FAMILY CHILDREN FIRST COUNCIL**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the Memorandum of Understanding between the Belmont County Department of Job and Family Services, the Belmont County Family Children First Council, the Harrison County Department of Job and Family Services and the Harrison County Family Children First Council with regards to the joint full-time FCFC Coordinator position and funding for the salary and benefits.

Upon roll call the vote was as follows:

Mr. Echemann            Yes  
Mr. Gianangeli        Yes  
Mr. Dutton             Yes

Mr. Felton said, "We have recently become the fiscal agent and administrative agent for Harrison County Family Children First Council. So we split the cost of the full-time coordinator."

**RECESS**

**11:00 Bid Opening-Belmont County Sargus Juvenile Detention Center Restroom/Shower Remodel Project**

**IN THE MATTER OF BID OPENING FOR BELMONT COUNTY SARGUS JUVENILE DETENTION CENTER HVAC UPGRADE PROJECT**

This being the day and 11:00 a.m. being the hour that bids were to be on file in the Commissioners' Office for the Belmont County Sargus Juvenile Detention Center HVAC Upgrade project, they proceeded to open the following bids:

<b>NAME</b>	<b>BID BOND</b>	<b>BID AMOUNT</b>
<b>H. E. Nuemann 100 Middle Creek Road Wheeling, WV 26003</b>	<b>X</b>	<b>\$218,992.00</b>

Present for opening: DJ Watson, Sargus Executive Director, Steve Kovaly, Sargus Deputy Director, Scott Larkin, Facilities Director and John Longwell, H. E. Nuemann

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to turn over all bids received for the Belmont County Sargus Juvenile Center HVAC Upgrade Project to D.J. Watson, Executive Director, for review and recommendation.

Upon roll call the vote was as follows:

Mr. Echemann            Yes  
Mr. Gianangeli        Yes  
Mr. Dutton             Yes

**IN THE MATTER OF ENTERING EXECUTIVE SESSION AT 11:20 A.M.**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to enter executive session with Hannah Warrington, HR Manager, pursuant to ORC 121.22(G)(1) Personnel Exception to consider the employment and termination of public employees.

Upon roll call the vote was as follows:

Mr. Echemann            Yes  
Mr. Gianangeli        Yes  
Mr. Dutton             Yes

**IN THE MATTER OF ADJOURNING EXECUTIVE SESSION AT 11:27 A.M.**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to exit executive session at 11:27 a.m.

Upon roll call the vote was as follows:

Mr. Echemann            Yes  
Mr. Gianangeli        Yes  
Mr. Dutton             Yes

Mr. Echemann said there is one motion to be considered as a result of executive session.

**IN THE MATTER OF APPROVING THE TERMINATION OF CALEB GARRETT, FULL-TIME ASSISTANT DOG WARDEN**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to approve the termination of Caleb Garrett, full-time Assistant Dog Warden at the Belmont County Animal Shelter, effective February 15, 2026.

Upon roll call the vote was as follows:

Mr. Echemann            Yes  
Mr. Gianangeli        Yes  
Mr. Dutton             Yes

February 18, 2026

**IN THE MATTER OF ADJOURNING  
COMMISSIONERS MEETING AT 11:57 A.M.**

Motion made by Mr. Echemann, seconded by Mr. Gianangeli to adjourn the meeting at 11:57 a.m.  
Upon roll call the vote was as follows:

Mr. Echemann	Yes
Mr. Gianangeli	Yes
Mr. Dutton	Yes

Read, approved and signed this 25th day of February, 2026.

Jerry Echemann /s/\_\_\_\_\_

Vince Gianangeli /s/\_\_\_\_\_ COUNTY COMMISSIONERS

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

We, Jerry Echemann 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.

Jerry Echemann /s/\_\_\_\_\_ PRESIDENT

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